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Frank Edelblut Commissioner

Christine Brennan Deputy Commissioner

STATE OF NEW HAMPSHIRE DEPARTMENT OF EDUCATION 101 Pleasant Street Concord, N.H. 03301 TEL (603) 271-3495 FAX (603)-271-1953 Citizens Services Line 1-800-339-9900

May 20, 2020

The Honorable Mary Jane Wallner, Chairman Fiscal Committee of the General Court State House Concord, NH 03301

His Excellency, Governor Christopher T. Sununu and the Honorable Executive Council State House Concord, NH 03301

REQUESTED ACTION

- 1. Pursuant to RSA 14:30-a, VI, authorize the Department of Education, Bureau of Educational Statistics to accept and expend NH Department of Education Statewide Longitudinal Data Systems (SLDS) Grant CFDA # 84:372 funds in the amount of \$1,092,233 from the Institute of Education Sciences (IES) at U.S. Department of Education, effective upon Fiscal Committee and Governor and Council approval through June 30, 2021. The budget for Fiscal Years 2021 is listed below. The balance of the grant, which is in the amount of \$3,249,797.98 will be incorporated into the next biennial budget. 100% Federal Funds.
- 2. Pursuant to RSA 124:15, authorize the Department of Education, Bureau of Educational Statistics to establish the following temporary full time positions effective upon Fiscal Committee and Governor and Council approval through June 30, 2021. 100% Federal Funds.

<u>No.</u> ·	<u>Title</u>	Labor Grade	Salary Range
1	Technical Support Specialist VI (1.0 FTE)	32	\$69,088.50-\$98,962.50
2	Systems Development Specialist VI (1.0 FTE)	30	\$63,180.00-\$90,772.50
3	Systems Development Specialist VI (1.0 FTE)	30	\$63,180.00-\$90,772.50

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Funds to be budgeted as follows:

Statewide Longitudinal Data Systems (SLDS) Grant Account: 06-56-56-567010-71280000 Revenue Source Code: 400338

	•	
Class/Object 🔒	Description	FY 2021
020/500200	Current Expenses	\$ 1,500
026/500251	Organizational Dues	\$ 100
027/582703	Transfers to DoIT	\$ 14,000
028/582814	Transfers to General Services	\$ 4,112
029/500290	Intr-Agency Transfers	\$ 5,500
030/500301	Equipment	\$ 10,000
037/500173	T echnology Hardware	\$ 4,500
038/500177	Technology Software	\$ 112,000
039/500191	Telecommunications	\$. 1,654
040/500800	Indirect Costs	\$ 44,107
041/500801	Audit Fund Set Aside	\$ 1,092
042/500620	Post-Retirement Benefits	\$ 49,307
046/500464	Consultants	\$ 100
050/500109	Part Time Salaries	\$ 98,773
057/500531	Books, Periodicals, Subscriptions	\$ 100
059/500117	Personal Service Temp	\$ 280,508
060/500601	Benefits	\$ 244,062
070/500704	In-State Travel	\$ 1,000
072/509073 .	Grants - Federal	\$ 10,000
080/500710	Out of State Travel	\$ 5,000
102/500731	Contracts for Program Services	\$ 204,818
	•	\$ 1,092,233

EXPLANATION

The New Hampshire Department of Education applied for and received a Statewide Longitudinal Data Systems (SLDS) grant through the Institute of Education Sciences (IES) Grants to State Entities. This program awards grants to State Education Agencies (SEAs) to design, develop, and implement statewide longitudinal data systems to efficiently and accurately manage, analyze, disaggregate, and use individual student data. The long-term goal in operating the program is to help all States create comprehensive P-20W (early learning through workforce) systems that foster the generation and use of accurate and timely data, support analysis and informed decision-making at all levels of the education system, increase the efficiency with which data may be analyzed to support the continuous improvement of education services and outcomes, facilitate research to improve student academic achievement and close achievement gaps, support education accountability systems, and simplify the processes used by SEAs to make education data transparent through Federal and public reporting.

Over the past decade, the NHDOE data needs have shifted dramatically from merely fulfilling various federal and state legislative mandates for reporting to driving the decision-making process at the individual, family, school, state, and federal levels. Today the need for adaptive data warehousing models is crucial in gaining added business insight, providing better access to key information, and facilitating reporting and analysis. The NHDOE has identified three

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projects that will transform and enhance its current SLDS into a "Next Generation" SLDS with improved data availability and accessibility. The NHDOE seeks SLDS grant funding through the infrastructure priority to support the projects/improvements:

Project 1: Deploy an "EdFi Compliant" Statewide Student Information System (SSIS). The goal of this project is to save the state and districts money and create a reliable, secure, responsive software environment to collect and share more timely educational data for improved analysis. The NHDOE expects the outcome of this project to be more efficient data collection and validation processes with data available on-demand.

Project 2: Adopt the Common Education Data Standards (CEDS) model and deploy the Generate tool. The goal of this project is to align the current SLDS data elements to the CEDS data model. A second goal is to deploy the Generate tool to simplify and automate IDEA, SPP/APR, and EdFacts reporting. The NHDOE expects the outcome of this project to be increased consistency, accuracy, and sustainability of federal reporting.

Project 3: Expand iPlatform functionality, a Tableau-based, self-service analytics portal. This project's goal is to add more indicators and analytics to iPlatform. The NHDOE expects the outcome of this project to be vastly improved Business Intelligence (BI) analytics for educators, policymakers, and the general public. This will result in increased understanding and greater data transparency of New Hampshire's educational landscape.

APPROPRIATION EXPLANATION

<u>Class</u>	Class Description	Explanation
020	Current Expenses	Appropriation to cover materials and supplies that will be used by staff.
026	Organizational Dues	Appropriation to cover state and/or national organizational dues for staff
027	Transfers to DoIT	Appropriation to cover required IT support
028	Transfers to General Services	Appropriation for staff work areas.
029	Intra-Agency Transfers	Appropriation to internal program support.
030	Equipment	Appropriation to provide new equipment to staff hired under the grant.
037	Technology Hardware	Appropriation to provide new computer hardware to staff under the grant.
038	Technology Software	Appropriation to provide new computer software to staff under the grant.
039	Telecommunications	Appropriation to provide VOIP and other telecommunications services.
040	· Indirect Costs	Appropriation to meet the State of NH Statewide Cost Allocation Plan obligations.
041	Audit Fund Set Aside	Appropriation is based on .01 percent of the grant.
042	Post-Retirement Benefits	Appropriation to cover post retirement costs at the current rate of 10.43 percent.
046	Consultants	Appropriation to provide consultant work.
050	Part Time Salaries	Appropriation to cover cost allocation of salary.
057	Books, Periodicals, Subscriptions	Appropriation to cover books or subscriptions needed.
059	Personal Service Temp	Appropriation to fund requested positions in support of the grant activities.
060	Benefits	Appropriation to cover Health, Dental, Life, Medicare, FICA and Retirement Contributions for full time and cost allocated positions.

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070	In-State Travel	Appropriation to cover travel for in state meetings, presentations and technical assistance.
072	Grants Federal	Appropriation for the distribution of funds to grant sub-recipients.
080	Out of State Travel	Appropriation to cover staff travel to attend out of state meetings and presentations.
102	Contracts for Program Services	Appropriation to contract with providers of evaluation services, Technical Assistance and Trainings.

The following information is provided in accordance with the Comptroller's instructional memorandum dated September 21, 1981:

1. List All Personnel involved:

New Positions:

- Technical Support Specialist VI
- Systems Development Specialist VI
- Systems Development Specialist VI

The Department is requesting authorization to use a portion of additional grant funds to support existing positions. These existing positions will provide leadership and support for the grant:

- Business Administrator IV
- Administrator IV

2. Nature, Need, and Duration:

As stated above, the primary goals of the SLDS grant are to support design, develop, and implement statewide longitudinal data systems to efficiently and accurately manage, analyze, disaggregate, and use individual student data. The positions in this request will administration and technical support for the grant. The SLDS grant is a four-year program ending February 28, 2024 with the potential for extensions beyond the final year.

3. Relationship to Existing Agency Programs:

This grant will increase and expand upon the existing work of the Bureau of Educational Statistics. The work afforded by this grant will be conducted in conjunction with current initiatives within the Department to improve data quality including its fully formed Data Governance Program that ensures that the highest quality data are collected, protected, used, and made available to key stakeholders both within and outside the government. This will foster a data-use culture due to improved availability, linking, and use of educational data in the state

4. <u>Has a Similar Program been Requested of the Legislature and Denied?</u> No. .

5. Why wasn't this Funding Included in the Agency's Budget Request?

At the time that the State's Biennial Budget was being prepared, the Grant Award Letter had not been received. The Department was not awarded the funds until March 5, 2020.

6. Can any Portion of the Grant Funds Be Utilized?

No. The positions requested are necessary to fulfill the intent of the grant that was accepted by the Granting Authority.

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7. Estimate the Funds Required to Continue the Position:

Salary and benefits for the three full-time temporary positions are expected to be \$420,673 for FY21.

In the event Federal Funds become no longer available, General Funds will not be requested to support this program. Attached are copies of the grant awards.

Respectfully submitted, ..

Frank Edelblut

Commissioner of Education



Commissioner (603) 271-3201

State Of New Hampshire DIVISION OF PERSONNEL Department of Administrative Services 54 Regional Drive; Suite 5 Concord, New Hampshire 03301

LORRIE A. RUDIS Director of Personnel (603) 271-3261

May 18, 2020

Tammy Vaillancourt, Chief Financial Officer NH Department of Education 101 Pleasant Street Concord, NH 03301-3860

Regarding:

Request to establish a full-time temporary Technical Support Specialist, labor grade

32.

Dear Ms. Vaillancourt:

The Division of Personnel approves of your request dated May 7, 2020 to establish a full-time temporary Technical Support Specialist, labor grade 32 in the Division of Education Analytics and Resources, Bureau of Education Statistics, and have assigned the position number of <u>9T3006</u> pending approval of funding.

This position number will be inactive until you receive funding approval from the Fiscal Committee per RSA 124:15, and the Position Profile Form (PPF) is subsequently approved by the Department of Administrative Services Budget Office for funding.

It will be your responsibility to bring the request for funding before the Fiscal Committee. You may use this letter as confirmation of our decision. Once you have obtained Fiscal Committee approval, please notify the Classification Section with documentation. Thank you.

Very truly yours,

Marianne R. Rechy

Classification & Compensation Administrator

Cc: Lorrie A. Rudis, Director of Personnel
Susan Blake, Administrator of Human Resources



State Of New Hampshire DIVISION OF PERSONNEL

Department of Administrative Services 54 Regional Drive; Suite 5 Concord, New Hampshire 03301

> LORRIE A. RUDIS Director of Personnel (603) 271-3261

CHARLES M. AKLINGHAU

Commissioner (603) 271-3201

May 18, 2020

Tammy Vaillancourt, Chief Financial Officer NH Department of Education 101 Pleasant Street Concord, NH 03301-3860

Regarding:

Request to establish a full-time temporary Systems Development Specialist VI, labor

grade 30.

Dear Ms. Vaillancourt:

The Division of Personnél approves of your request dated May 7, 2020 to establish a full-time temporary Systems Development Specialist VI, labor grade 30 in the Division of Education Analytics and Resources, Bureau of Education Statistics, and have assigned the position number of <u>9T3007</u> pending approval of funding.

This position number will be inactive until you receive funding approval from the Fiscal Committee per RSA 124:15, and the Position Profile Form (PPF) is subsequently approved by the Department of Administrative Services Budget Office for funding.

It will be your responsibility to bring the request for funding before the Fiscal Committee. You may use this letter as confirmation of our decision. Once you have obtained Fiscal Committee approval, please notify the Classification Section with documentation. Thank you.

Very truly yours,

Marianne R. Rechy

Classification & Compensation Administrator

Cc: Lorrie A. Rudis, Director of Personnel
Susan Blake, Administrator of Human Resources



State Of New Hampshire **DIVISION OF PERSONNEL Department of Administrative Services** 54 Regional Drive; Suite 5 Concord, New Hampshire 03301

CHARLES M. ARLINGHAUS

Commissioner (603) 271-3201 **LORRIE A. RUDIS** Director of Personnel (603) 271-3261

May 18, 2020

Tammy Vaillancourt, Chief Financial Officer NH Department of Education 101 Pleasant Street Concord, NH 03301-3860

Regarding:

Request to establish a full-time temporary Systems Development Specialist VI, labor

grade 30.

Dear Ms. Vaillancourt:

The Division of Personnel approves of your request dated May 7, 2020 to establish a fulltime temporary Systems Development Specialist VI, labor grade 30 in the Division of Education Analytics and Resources, Bureau of Education Statistics, and have assigned the position number of 9T3008 pending approval of funding.

This position number will be inactive until you receive funding approval from the Fiscal Committee per RSA 124:15, and the Position Profile Form (PPF) is subsequently approved by the Department of Administrative Services Budget Office for funding.

It will be your responsibility to bring the request for funding before the Fiscal Committee. You may use this letter as confirmation of our decision. Once you have obtained Fiscal Committee approval, please notify the Classification Section with documentation. Thank you.

Very truly yours,

Marianne R. Rechy

Classification & Compensation Administrator

Cc: Lorrie A. Rudis, Director of Personnel

Susan Blake, Administrator of Human Resources



GRANT AWARD NOTIFICATION

100	WATER TO THE PARTY OF THE PARTY						
1	RECIPIENT NAME	2 AWARD INFORMATION					
	New Hampshire Department of Education Ed. Analytics & Resources 101 Pleasant Street Concord, NH 03301 - 0000	PR/AWARD NUMBER R372A200006 ACTION NUMBER I ACTION TYPE New AWARD TYPE Discretionary (Research and Development)					
	PROJECT STAFF	PROJECT TITLE					
3	RECIPIENT PROJECT DIRECTOR Caitlin Davis (603) 271-3427 Caitlin.Davis@doe.nh.gov EDUCATION PROGRAM CONTACT Kristen N King (202) 245-8192 kristen.king@ed.gov EDUCATION PAYMENT HOTLINE G5 PAYEE HELPDESK 888-336-8930 edcaps.user@ed.gov	84.372A NH Department of Education SLDS Grant CDF #84.372					
5	NAME Caitlin Davis TITLE Project Director	LEVEL OF EFFORT 15 %					
6	AWARD PERIODS BUDGET PERIOD 03/01/2020 - 02/28/2021 PERFORMANCE PERIOD 03/01/2020 - 02/28/2024 FUTURE BUDGET PERIODS						
	BUDGET PERIOD DATE 2 03/01/2021 - 02 3 03/01/2022 - 02 4 03/01/2023 - 02	2/28/2022 \$947,840.96 2/28/2023 \$1,098,644.52					
7	AUTHORIZED FUNDING THIS ACTION \$1,092,232.50 BUDGET PERIOD \$1,092,232.50 PERFORMANCE PERIOD \$1,092,232.50						
8	ADMINISTRATIVE INFORMATION DUNS/SSN 808590277 REGULATIONS EDGAR AS APPLICABLE 2 CFR AS APPLICABLE ATTACHMENTS 1,2,3,6,8,9,11,12,13,14,B IES, E-3, E1, E2, E4, E5, HS-2						
g	AUTHORITY: PL 107-279 II EDUCATIONAL TECHNICAL ASSISTANCE ACT OF 2002 (ACT) PROGRAM TITLE: STATEWIDE LONGITUDINAL DATA SYSTEMS CFDA/SUBPROGRAM NO: 84.372A						



GRANT AWARD NOTIFICATION

FUND CODE	FUNDING YEAR	AWARD YEAR	ORG. CODE	CATEGORY	LIMITATION	ACTIVITY	CFDA	OBJECT CLASS	AMOUNT
1100M	2019	2020	ER000000	В	RM1	000	372	4101N	\$1,092,232.50

PR/AWARD NUMBER:

R372A200006

RECIPIENT NAME:

New Hampshire Department of Education

Ed. Analytics & Resources

GRANTEÈ NAME:

EDUCATION, NEW HAMPSHIRE DEPARTMENT OF .

101 PLEASANT ST,

CONCORD, NH 03301 - 3852

PROGRAM INDIRECT COST TYPE:

Restricted

PROJECT INDIRECT COST RATE:

6.3%

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: 2 CFR PART 180, NONPROCUREMENT DEBARMENT AND SUSPENSION AS ADOPTED AT 2 CFR PART 3485; 2 CFR PART 200 AS ADOPTED AT 2 CFR 3474 (BLOCK 8), AND 34 CFR PARTS 75, 77, 79, 81, 82, 84, 86, 97, 98, 99; AND THE PROGRAM REGULATIONS SPECIFIED IN BLOCK 8; AND
 - 3) THE SPECIAL TERMS AND CONDITIONS SHOWN AS ATTACHMENTS IN BLOCK 8 ON THE INITIAL AWARD APPLY UNTIL CHANGED.

THIS AWARD SUPPORTS ONLY THE BUDGET PERIOD SHOWN IN BLOCK 6. IN ACCORDANCE WITH 34 CFR 75.253, THE SECRETARY CONSIDERS, AMONG OTHER THINGS, 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 GRANTEE HAS MADE SUBSTANTIAL PROGRESS TOWARD MEETING THE GOALS AND OBJECTIVES OF THE PROJECT.
- 4) THE SECRETARY ESTABLISHED PERFORMANCE MEASUREMENT REQUIREMENTS FOR THE GRANT IN THE APPLICATION NOTICE, THE PERFORMANCE TARGETS IN THE GRANTEE'S APPROVED APPLICATION.
- 5) THE RECIPIENT HAS SUBMITTED REPORTS OF PROJECT PERFORMANCE AND BUDGET EXPENDITURES THAT MEET THE REPORTING REQUIREMENTS FOUND AT 34 CFR 75.118, 2 CFR 200.327 AND 200.328, AND ANY OTHER REPORTING REQUIREMENTS ESTABLISHED BY THE SECRETARY, 6) THE GRANTEE HAS MAINTAINED FINANCIAL AND ADMINISTRATIVE MANAGEMENT SYSTEMS THAT MEET THE REQUIREMENTS IN 2 CFR 200.302, FINANCIAL MANAGEMENT, AND 2 CFR 200.303, INTERNAL CONTROLS.

IN ACCORDANCE WITH 2 CFR 200.308(c)(2) CHANGES TO KEY PERSONNEL IDENTIFIED IN BLOCK 5 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.



GRANT AWARD NOTIFICATION

(2) The Office of Management and Budget requires all Federal agencies to assign a Federal Award Identifying Number (FAIN) to each of their financial assistance awards. The PR/AWARD NUMBER identified in Block 2 is your FAIN.

If subawards are permitted under this grant, and you choose to make subawards, you must document the assigned PR/AWARD NUMBER (FAIN) identified in Block 2 of this Grant Award Notification on each subaward made under this grant. The term subaward means:

- 1. A legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.
- 2. The term does not include your procurement of property and services needed to carry out the project or program (The payments received for goods or services provided as a contractor are not Federal awards, see 2 CFR 200.501(f) of the OMB Uniform Guidance: "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards").
- 3. A subaward may be provided through any legal agreement, including an agreement that you or a subrecipient considers a contract.
- (3) You are authorized, in carrying out this grant, to utilize the higher threshold set for micro-purchase and simplified acquisition thresholds for federal assistance under this grant or under a contract you award under this grant established by recent statutory changes. These statutory changes raise the threshold for micro-purchases under Federal financial assistance awards to \$10,000 and raise the threshold for simplified acquisitions to \$250,000 for recipients. These higher thresholds are not effective until implemented in the Federal Acquisition Regulations (FAR) at 48 CFR Subpart 2.1 (Definitions), which has not yet occurred. See 2 CFR 200.67 and 200.88. For FY 2018, OMB is granting an exception allowing recipients to use the higher thresholds in advance of changes to the FAR. Please refer to Office of Management and Budget's Memorandum 18-18 regarding the statutory changes. If you have any questions about these regulations, please contact the program officer identified in Block 3 of this GAN.
- (4) Unless this grant solely funds research, you must comply with new regulations regarding awards to faith-based organizations (FBOs) that provide beneficiary services under this grant or under a contract you award to provide beneficiary services under this grant. These new regulations clarify the rights of FBOs and impose certain duties on FBOs regarding the referral of beneficiaries they serve. See 34 CFR 75.52, 75.712-75.714, appendix A to part 75, and 2 CFR 3474.15. The Department has established a web page that provides guidance on the new regulations, including FAQs and other implementation tools, which is available at http://www2.ed.gov/policy/fund/reg/fbci-reg.html. If you have any questions about these regulations, please contact the Education Program Contact identified in Block 3 of this GAN.
- (5) Reimbursement of indirect costs is subject to the availability of funds and statutory and regulatory restrictions. The negotiated indirect cost rate agreement authorizes a non-Federal entity to draw down indirect costs from the grant awards. The following conditions apply to the below entities.
 - A. All entities (other than institutions of higher education (IHE))

The GAN for this grant award shows the indirect cost rate that applies on the date of the initial grant for this project. However, after the initial grant date, when a new indirect cost rate agreement is negotiated, the newly approved indirect cost rate supersedes the indirect cost rate shown on the GAN for the initial grant. This new indirect cost rate should be applied according to the period specified in the indirect cost rate agreement, unless expressly limited under EDGAR or program regulations. Any grant award with an approved budget can amend the budget to account for a change in the indirect cost rate. However, for a discretionary grant award any material changes to the budget which may impact the scope or objectives of the grant must be discussed with the program officer at the Department. See 34 CFR 75.560 (d)(3) (ii) (part 75 of EDGAR).

B. Institutions of higher education (IHE)

Under 2 CFR part 200, Appendix III, Indirect (F&A) Costs Identification and Assignment, and Rate Determination for Institutions of Higher Education (IHEs), the Department must apply the negotiated indirect cost rate in effect on



GRANT AWARD NOTIFICATION

the date of the initial grant award to every budget period of the project, including all continuation grants made for this project. See 2 CFR Part 200, Appendix III, paragraph C.7. Therefore, the GAN for each continuation grant will show the original indirect cost rate and it applies to the entire period of performance of this project. If the indirect cost rate agreement that is applicable to this grant does not extend to the end of the grant s project period, the indirect cost rate set at the start of the project period must still be applied to the end of project period regardless of the fact that the rate has otherwise expired.

(6) IN ACCORDANCE WITH 34 CFR 75.234(b), THIS AWARD IS CLASSIFIED AS A COOPERATIVE AGREEMENT AND WILL INCLUDE SUBSTANTIAL INVOLVEMENT ON THE PART OF THE EDUCATION PROGRAM CONTACT IDENTIFIED IN BLOCK 3. A COOPERATIVE AGREEMENT IS ATTACHED TO THIS AWARD WHICH DELINEATES THE SPECIAL PROVISIONS OF THIS COOPERATIVE AGREEMENT BETWEEN THE U.S. DEPARTMENT OF EDUCATION AND THE GRANTEE.

Validity unknown

Digitally signed by Ellie Pela

Date: Wed Mar 04 12:01:44 EST 20

AUTHORIZING OFFICIAL

DATE