

Dear Ms. Mercer,

This letter serves as notification of the approval of additional allocated funds for your school and district in SY22-23 from the New Mexico Schools COVID-19 Testing Program. You will receive an email from “HelloSign” with a link to the electronic copy of this letter and a signature page. Please sign and return within 30 days to formally accept or deny your award.

Name of School/District: El Camino Real Academy
Amount of Approved Supplemental Funding: \$75,500
Total Allocated Funds for School Year 2022-2023: \$137,684.84

Supplemental funds must be expended in accordance with the information provided in your request form:

Reimbursement of your nurse’s time related to COVID-19 prevention, mitigation, and response, masks, filters, and test kits.

The remainder of the allocated funds may be used as you see fit to prevent, mitigate, and reduce the consequences of COVID-19 infections in your schools. You are required to follow the guidelines located at www.nmschoolscovidtesting.com/direct-funding-info. **All expenses made through Direct Funding must be reported, with backup documentation, to our program.**

Please ensure that the information for your school or district is correct. For changes to school information, please email [our team](#) and we will issue an updated letter for signature.

All awards are subject to federal grant guidelines.

Public districts and charter schools should follow guidance from the Public Education Department to accept and process the award. The fund code assigned in OBMS is 28211.

For questions about this program, please contact info@nmschoolscovidtesting.com or visit <https://nmschoolscovidtesting.com/direct-funding-info/>.

Sincerely,



Jim Farmer
Director
Office of School and Adolescent Health
New Mexico Department of Health

Funding Conditions

To receive funding, School District/School must agree to the following:

1. School District/School will document and maintain accurate records of COVID-19 testing and screening program expenditures.
2. School District/School will expend all of the funding received through this program on allowable expenses.
3. School District/School will follow [federal grant guidelines](#) in relation to the funds received through this program.
4. School District/School will submit reports using the reporting forms and instructions provided, including copy of receipts or invoices for expenditures. **The final date to submit a report or request for reimbursement is May 12, 2023.**
5. School District/School will notify the New Mexico Department of Health via info@nmschoolscovidtesting.com should they no longer wish to continue accepting award funding or are unable to spend the funds that have been disbursed to them.

The New Mexico Department of Health reserves the right to withhold funding if the provided guidelines are not met or requests for more information are not responded to by the requested deadline date.

Upon award acceptance, School District/School is not obligated to spend the total amount of funds *allocated* to them, but it is obligated to spend the total amount *distributed* to them.

The full guidance for award expenditure and processing is located at <https://nmschoolscovidtesting.com/direct-funding-info/>.

Please Sign/Initial Below:

Initial:

SM I am authorized to sign this letter on behalf of school/district:

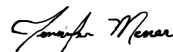
Initial **one** option below:

SM Yes, I agree to the conditions above and I would like to accept funding. I understand that my school/district will be required to a) expend 75% of my award by January 1, 2023 b) submit a plan for award expenditure by January 1, 2023 or else c) forfeit our allocation for the remainder of the program.

No, I do not want the award.

Authorized Signer Name (Print): Jennifer Mercer

Authorized Signer Signature:



Authorized Signer Title: Executive Director

Date: 12 / 19 / 2022

Title	Supplemental Funding Award Letter
File name	Supplemental Funding - 12.5.2022.docx
Document ID	c4c24ba763975a17133888b119d10702e5eb9195
Audit trail date format	MM / DD / YYYY
Status	● Signed

Document History



SENT

12 / 16 / 2022
23:54:07 UTC

Sent for signature to Jennifer Mercer
(jennifer.mercer@ecr charter.org) from
documents@kessjones.com
IP: 98.60.45.10



VIEWED

12 / 19 / 2022
15:45:28 UTC

Viewed by Jennifer Mercer (jennifer.mercer@ecr charter.org)
IP: 140.82.190.226



SIGNED

12 / 19 / 2022
15:47:26 UTC

Signed by Jennifer Mercer (jennifer.mercer@ecr charter.org)
IP: 140.82.190.226



COMPLETED

12 / 19 / 2022
15:47:26 UTC

The document has been completed.