

Charter School Application Budget Worksheet

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State Local & Loan Revenue

	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
1 State Appropriations	\$2,024,779	\$2,019,524	\$2,204,951	\$2,204,951	\$2,204,951
2 School District Local Fund Transfers	\$1,192,660	\$1,331,313	\$1,470,936	\$1,470,936	\$1,470,936
3 Prior Year Carryover Funds	\$81,831	\$72,325	\$89,463	\$74,887	\$75,016
**Unbudgeted Carryover					
**Summer Pay Set Aside	\$ 307,000				
STATE LOCAL & LOANS REVENUE	\$3,616,269	\$3,423,162	\$3,744,350	\$3,750,774	\$3,750,903

State Local & Loans Expenses

	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
Personnel Salaries / Other Employer Costs					
4 Classroom Teachers	\$610,988 12.00	\$624,988 13.00	\$681,988 14.00	\$681,988 14.00	\$681,988 14.00
5 Special Education Teachers	\$246,000 6.00	\$301,000 7.00	\$360,000 8.00	\$360,000 8.00	\$360,000 8.00
6 Special Teachers (phys Ed, Art, Music)	\$196,000 4.00	\$196,000 4.00	\$196,000 4.00	\$196,000 4.00	\$196,000 4.00
7 Counselors	\$0 0.00	\$0 0.00	\$0 0.00	\$0 0.00	\$0 0.00
8 Principal/Administrative	\$80,000 1.00	\$80,000 1.00	\$80,000 1.00	\$80,000 1.00	\$80,000 1.00
9 Nurse	\$48,000 1.00	\$48,000 1.00	\$48,000 1.00	\$48,000 1.00	\$48,000 1.00
10 Clerical	\$124,580 2.84	\$124,580 2.84	\$124,580 2.84	\$124,580 2.84	\$124,580 2.84
11 Custodial	\$58,840 2.50	\$58,840 2.50	\$58,840 2.50	\$58,840 2.50	\$58,840 2.50
12 Para Professionals	\$65,500 2.00	\$64,000 3.00	\$123,000 4.00	\$123,000 4.00	\$123,000 4.00
13 Food Service -Other	\$11,104 1.50	\$11,104 2.00	\$11,104 2.00	\$11,105 2.00	\$11,105 2.00
14 Other Employer Costs (30.44 % of Salaries)	\$438,638	\$468,317	\$512,455	\$512,455	\$512,455
15 Health Insurance	\$295,233	\$315,372	\$341,245	\$341,245	\$341,245
16 Other Benefits	\$0	\$0	\$0	\$0	\$0
SUBTOTAL SALARIES / OTHER EMPLOYER COSTS	\$2,164,863 32.84	\$2,322,181 36.34	\$2,537,192 39.34	\$2,537,193 39.34	\$2,537,193 39.34

Student Support

17 Transportation	\$152,761	\$179,587	\$207,159	\$207,159	\$207,159
18 Extra Curricular Transportation	\$0	\$0	\$0	\$0	\$0
19 Cafeteria	\$16,097	\$18,959	\$21,820	\$21,820	\$21,820
20 Extra Curricular	\$0	\$0	\$0	\$0	\$0
21 Supplies and Materials	\$20,037	\$23,800	\$27,162	\$27,162	\$27,162
22 Textbooks	\$0,000	\$6,000	\$6,000	\$6,000	\$6,000
23 Curriculum	\$60,000	\$0	\$0	\$0	\$0
24 Professional Development	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000
25 Assessments	\$39,000	\$39,000	\$39,000	\$39,000	\$39,000
26 Other Educational Program	\$0	\$0	\$0	\$0	\$0
27 Therapists (Occupational, Speech)	\$3,600	\$4,300	\$4,900	\$4,900	\$4,900
28 Classroom Technology	\$40,000	\$0	\$0	\$0	\$0
29 School Climate	\$0	\$0	\$0	\$0	\$0
30 Computers	\$60,000	\$15,000	\$15,000	\$15,000	\$15,000
31 Contracted Services	\$113,174	\$100,174	\$105,174	\$105,174	\$105,174
32 Other	\$18,822	\$18,822	\$16,822	\$16,822	\$16,822
SUBTOTAL STUDENT SUPPORT	\$534,491	\$410,442	\$450,037	\$450,037	\$450,037

Operations and Maintenance of Facilities

33 Insurance (Property/Liability)	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
34 Rent	\$0	\$0	\$0	\$0	\$0
35 Mortgage	\$198,000	\$198,000	\$198,000	\$198,000	\$198,000
36 Utilities	\$120,000	\$120,000	\$120,000	\$120,000	\$120,000
37 Maintenance	\$154,000	\$100,000	\$100,000	\$100,000	\$100,000
38 Telephone/Communications	\$10,300	\$10,300	\$10,300	\$10,300	\$10,300
39 Construction	\$0	\$0	\$0	\$0	\$0
40 Renovation	\$0	\$0	\$0	\$0	\$0
41 Custodial Supplies	\$5,300	\$5,300	\$5,300	\$5,300	\$5,300
SUBTOTAL OPERATIONS AND MAINTENANCE OF FACILITIES	\$502,600	\$448,600	\$448,600	\$448,600	\$448,600

Administrative/Operations Support

42 Equipment Lease/Maintenance	\$50,200	\$50,200	\$50,200	\$50,200	\$50,200
43 Equipment Purchase	\$0	\$0	\$0	\$0	\$0
44 Supplies and Materials	\$15,000	\$17,400	\$20,000	\$20,000	\$20,000
45 Printing and Copying	\$44,500	\$52,400	\$60,300	\$60,300	\$60,300
46 Postage and Shipping	\$3,500	\$4,200	\$4,800	\$4,800	\$4,800
47 Enrollment / Recruitment	\$0	\$0	\$0	\$0	\$0
48 Staffing (recruitment and assessment)	\$500	\$500	\$500	\$500	\$500
49 Legal Services	\$18,400	\$8,400	\$8,400	\$8,400	\$8,400
50 Auditors	\$17,000	\$17,000	\$17,000	\$17,000	\$17,000
SUBTOTAL ADMINISTRATIVE/OPERATIONS SUPPORT	\$149,100	\$150,100	\$161,200	\$161,200	\$161,200

Management Company

51 Fees	\$27,990	\$23,376	\$72,434	\$76,729	\$78,955
52 Salaries/Other Employee Costs	\$0	\$0	\$0	\$0	\$0
53 Curriculum	\$0	\$0	\$0	\$0	\$0
54 Accounting and Payroll	\$0	\$0	\$0	\$0	\$0
55 Other	\$165,000	\$0	\$0	\$0	\$0
SUBTOTAL MANAGEMENT COMPANY	\$192,990	\$23,376	\$72,434	\$76,729	\$78,955

STATE LOCAL & LOANS EXPENDITURES

	\$3,543,944	\$3,384,896	\$3,669,463	\$3,675,759	\$3,675,885
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56 # Students	225	265	305	305	305
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REVENUE LESS EXPENDITURES	\$72,325	\$68,464	\$74,887	\$75,015	\$75,016
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2 % CONTINGENCY CHECK	\$72,325.38	\$68,463.24	\$74,887.00	\$75,015.48	\$75,016.08
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Budget Narrative

State & Local Revenue- has been adjusted to reflect the increase in the special education department. The actual funding summary has been included as verification. Per pupil amount

Personnel Salaries / Other Employer Costs

Line 4 Classroom Teachers – Budgeted amount based upon current staffing model

Line 5 Special Education Teachers- Average salary assumption 41K in FY14; FY15 average salary 43K; FY16 average salary 45K

Line 6 Specials Teachers -Budgeted amount based upon current staffing model

Line 8 Principal – Budgeted amount based upon current staffing model

Line 9 Nurse – Budgeted amount based upon current staffing model

Line 10 Clerical – Budgeted amount based upon current staffing model

Line 11 Custodial – Budgeted amount based upon current staffing model

Line 12 Para Professionals - Budgeted amount based upon current staffing model

Line 13 Food Service – Budgeted amount based upon current staffing model

Line 14 Other Employers Cost – Budgeted amount based upon 30.44

Line 15 Health Insurance based per FTE health insurance funding amount of \$8,611

SUBTOTAL SALARIES / OTHER EMPLOYER COSTS

Line 17 Transportation – assumes 91% transportation eligible

Line 19 Cafeteria – Projected spending based on FY13

Line 21 Supplies and Materials - – Projected spending based on FY13

Line 22 Textbooks – Projected spending based on FY13 actuals

Line 23 Curriculum - Projected spending based on FY13 actuals

Line 24 Professional Development – Projected spending based on FY13. K12 provides additional PD

Line 25 Assessments –

Line 27 Therapists (Occupational, Speech) - Projected spending based on FY13 actuals

Line 28 Classroom Technology – purchase additional smart boards, computer software

Line 30 Computers – purchase additional, repair replace existing computers

Line 31 Contracted Services – Includes services related to Special Education. Projected spending based on FY13 actuals.

Operations and Maintenance of Facilities

Line 33 Insurance (Property/Liability) - Projected spending based on FY13 actuals

Line 35 Mortgage – Purchased building reducing payments to 16,500 per month

Line 36 Utilities - Projected spending based on FY13 actuals

Line 37 Maintenance - Projected spending based on FY13 actuals

Line 38 Telephone/Communication - Projected spending based on FY13 actuals

Line 41 Custodial Supplies - Projected spending based on FY13 actuals

Line 42 Equipment Lease/Maintenance - Projected spending based on FY13 actuals

Line 44 Supplies and Materials - Projected spending based on FY13 actuals / Small Classroom sizes

Line 45 Printing and Copying – Student and Staff handbooks, teacher's lessons etc.

Line 46 Postage - Projected spending based on FY13 actuals

Line 47 Enrollment / Recruitment – Service Provided by K12

Line 48 Staffing (recruitment and assessment) Service Provided by K12. Budgeted amount reflects possible additional spending

Line 50 Legal Services FY14 Higher based on purchase of building

Line 50 Auditors- Projected spending based on FY13 actuals

Line 51 Management Company Fees – represents budget surplus minus contingency

Line 55 Other – Represents Closing Cost

Federal Revenue – Based on budgeted amounts versus awarded amount

Line 4 Classroom Teacher – Special Education

Line 6 Specials Teacher – Dean of Discipline

Line 12 Para's – Truancy, Parent Coordinator, and paras

Line 14 Other Employers Cost – Budgeted amount based upon 30.44

Line 15 Health Insurance based per FTE health insurance funding amount of \$8,611

Other

Fundraising Money from shirt sales



Purchase Order

STATE OF DELAWARE

Division of Accounting
Department of Finance
820 Silver Lake Boulevard Suite 200
Dover DE 19904
United States

Vendor: 0000002573
COLLEGE ENTRANCE EXAM BOARD
PO BOX 30171
NEW YORK NY 10087-0171

PENDING APPROVAL

Dispatch via Print

Purchase Order	Date	Revision	Page
STATE-0000227008	04/29/2014		1
Payment Terms	Freight Terms	Ship Via	
DUE NOW	Destination	Common Car	
Buyer	Phone		
Ragin, Jacqueline, Connie			

Ship To: 75-0574001
Maurice J Moyer Academy
School site
610 E. 17th Street
Wilmington DE 19802
United States

Bill To: Maurice J Moyer Academy
School site
610 E. 17th Street
Wilmington DE 19802
United States

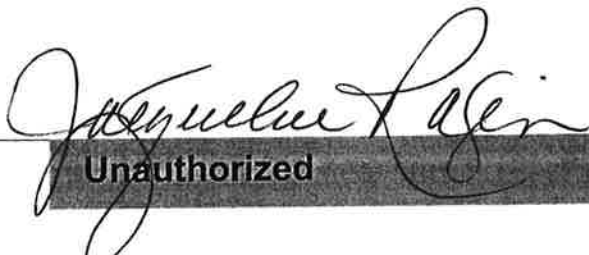
Conditions and Instructions to Vendor:

1. Acceptance of this Purchase Order is agreement to accept payment by credit card, ACH or by check at the State's option.
2. All prices F.O.B. destination unless otherwise indicated.
3. This order and the performance thereof shall be construed and governed in accordance with the laws of the State of Delaware.
4. Separate invoices must be submitted for each order. Submit invoice in triplicate.
5. Any price changes must be agreed to by the Ordering Agency prior to submitting invoices.
6. Purchase Order not valid unless signed by Secretary of Department of Finance or designee or under \$5000.00 or marked emergency.

Tax Exempt ID: 516000279

Replenishment Option: Standard

Line-Sch	Item/Description	Mfg ID	Quantity	UOM	PO Price	Extended Amt	Due Date
1- 1	Cirriculum		1.00	EA	10,136.72	10,136.72	04/29/2014
Schedule Total						10,136.72	
Item Total						10,136.72	
Total PO Amount						10,136.72	


Unauthorized

2014-2015 Materials Order Form

To place an order: Return signed order form with purchase order/check to:

FAX: 646-607-2881 OR EMAIL: SpringBoardOrders@collegeboard.org

Questions? Contact your Implementation Manager

SpringBoard Team 877-999-7723

Step 1. Enter Your Contact Information

District Name **MAURICE J. MOYER ACADEMIC INSTITUTE**
 Contact for Materials **DR. CHANDRA SLEDGE**
 Contact Email Address: **chandra.sledge@mjm.k12.de.us**
 Contact Phone: **(302) 428-9501**
 IT Contact Name/Email: **Michael Rublesky/michael.rublesky@mjm.k12.de.us**

Step 2. Materials* Enter quantities and shipping location below

Shipping Information (required information)

* Will receive tracking information via email

Location Type **School**
 Ship Location **Maurice J. Moyer Academic Institute**
 Address 1 **610 E. 17th Street**
 Address 2
 City **Wilmington**
 State, Zip **DE 19802**

Ship To Contact **Dr. Chandra Sledge**
 Phone **(302) 428-9501**
 Email * **chandra.sledge@mjm.k12.de.us**

Special
 Delivery
 Instructions:

PRINT EDITIONS					STUDENT EDITIONS				TEACHER EDITIONS			
ELA Common Core Edition	ISBN	Price	Quantity	Cost	ISBN	Price	Quantity	Cost	ISBN	Price	Quantity	Cost
Grade 6 - 2014©	978-1-4573-0218-3	\$17.85	35	\$ 624.75	978-1-4573-0225-1	\$92.00		\$ -				
Grade 7 - 2014©	978-1-4573-0219-0	\$17.85	35	\$ 624.75	978-1-4573-0226-8	\$92.00		\$ -				
Grade 8 - 2014 ©	978-1-4573-0220-6	\$17.85	35	\$ 624.75	978-1-4573-0227-5	\$92.00		\$ -				
Grade 9 - 2014©	978-1-4573-0221-3	\$18.25	35	\$ 638.75	978-1-4573-0228-2	\$96.00		\$ -				
Grade 10 - 2014©	978-1-4573-0222-0	\$18.25	60	\$ 1,095.00	978-1-4573-0229-9	\$96.00		\$ -				
Grade 11 - 2014©	978-1-4573-0223-7	\$18.75	35	\$ 656.25	978-1-4573-0230-5	\$98.00		\$ -				
Senior English - 2014©	978-1-4573-0224-4	\$18.75	20	\$ 375.00	978-1-4573-0231-2	\$98.00		\$ -				
Math Common Core Edition	ISBN	Price	Quantity	Cost	ISBN	Price	Quantity	Cost				
Course 1 - 2014©	978-1-4573-0148-3	\$16.75	35	\$ 586.25	978-1-4573-0155-1	\$91.00		\$ -				
Course 2 - 2014©	978-1-4573-0149-0	\$16.75	35	\$ 586.25	978-1-4573-0156-8	\$91.00		\$ -				
Course 3 - 2014©	978-1-4573-0150-6	\$16.75	35	\$ 586.25	978-1-4573-0157-5	\$91.00		\$ -				
Algebra 1 - 2014©	978-1-4573-0151-3	\$17.95	35	\$ 628.25	978-1-4573-0158-2	\$94.00		\$ -				
Geometry - 2014©	978-1-4573-0152-0	\$18.25	60	\$ 1,095.00	978-1-4573-0159-9	\$96.00		\$ -				
Algebra 2 - 2014©	978-1-4573-0153-7	\$18.55	35	\$ 649.25	978-1-4573-0160-5	\$98.00		\$ -				
Precalculus - 2014©	978-1-4573-0154-4	\$18.95	20	\$ 379.00	978-1-4573-0161-2	\$99.00		\$ -				

Strategy Posters	Price	Quantity	Cost
ELA Strategy Posters	\$12.95	3	\$ 38.85
Math Strategy Posters	\$8.95	3	\$ 26.85

ELA Ancillary Materials – Recommended novels and DVDs used with the SpringBoard program are not furnished by the College Board. Most novels can be found in school and public libraries. Additional information can be found of the 2014-2015 SpringBoard Ancillary Materials List.

ELA Total	\$4,678.10
Math Total	\$4,537.10
Shipping (10%)	\$921.52
State Tax Total	
Overall Total	\$10,136.72

Step 3. Indicate Payment and Sign Order Form (ORDER WILL NOT BE PROCESSED WITHOUT A SIGNATURE BELOW)

Purchase Order - Enter PO number & send a copy via FAX or EMAIL

PO #

STATE-0000227009

I verify that the information and quantities indicated on this form are accurate and that I am authorized to approve this order on behalf of the district/schools indicated. I understand and accept the terms and conditions outlined in the "Policies" section of this form.

Valarie Jones	Exec. Assist., Board of Directors		
Print Name	Title	Signature	Date

Policies

SpringBoard Program Overview. The SpringBoard Program, a proprietary program that helps prepare 6th through 12th grade students to succeed at college-level work, includes student and teacher editions, a website license to SpringBoard Digital and professional development and coaching services, that feature rigorous standards, instructional resources, and formative assessments in mathematics and/or English language arts through a web-supported, integrated program (the "SpringBoard Program"). For more details on the SpringBoard Program, see:

<http://professionals.collegeboard.com/k-12/prepare/springboard/services>.

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Site License. The College Board hereby grants to Customer a limited, non-exclusive, non-transferable, non-assignable, revocable license during the Term of this Agreement to access and use the SpringBoard website ("SpringBoard Digital") and to allow each of the participating schools (the "Schools"), to use SpringBoard Digital in accordance with the terms and conditions governing use of and access to SpringBoard Digital for teachers and for students located at www.springboard.collegeboard.com ("Site Terms and Conditions"), and to use all content available on SpringBoard Digital in print or otherwise provided to Customer located at www.springboard.collegeboard.com, and the privacy policy for SpringBoard Digital located at www.springboard.collegeboard.com ("Privacy Policy"). Access to SpringBoard Digital is for the sole purpose of improving teaching and learning of students in the grades designated by Customer in mathematics and/or English language arts within the Schools.

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Customer Obligations. Customer shall provide certain information on the participating students in the Schools for the SpringBoard Program ("Registration Information"). Unless the College Board otherwise directs, the Registration Information shall include each student's username, password, first and last name, grade and birth date. At no additional Customer cost to Customer, Customer may use a third party to upload and manage the Registration Information for students participating in the SpringBoard Program. Customer the third party and College Board shall enter into a separate written agreement documenting this arrangement. Customer may also choose to manually update the Registration Information directly on the SpringBoard Site or provide College Board with a spreadsheet which College Board may upload to the SpringBoard Site; provided, however, Customer shall be solely responsible for any updates to the participating students' Registration Information after it has been imported to the SpringBoard Site. Customer shall comply with the Family Educational Rights and Privacy Act, 20 U.S.C. s. 1232g, and its implementing regulations, 34 C.F.R. pt. 99 ("FERPA") in connection with the SpringBoard Program. Customer shall obtain any and all consents necessary for students to participate in the SpringBoard Program, and Customer shall include in its annual notification of rights under FERPA criteria that support the designation of the College Board and its employees as school officials with legitimate educational interests. Customer authorizes the College Board to use personally identifiable, non-directory information to conduct studies with the purpose of improving instruction for the SpringBoard Program in accordance with 34 C.F.R. 99.31(a)(6)(ii).

Customer Representations. Customer has designated as "directory information" for purposes of FERPA, a student's name, date of birth, grade level, the most recent educational agency or institution attended, and the other items specifically identified as directory information in 34 C.F.R. 99.3. To the extent the Registration Information includes only such directory information, the College Board may redisclose the Registration Information in accordance with the Privacy Policy without the consent of the parent or student eighteen (18) years of age or older.

To the extent that the Registration Information or other personally identifiable information from education records of students disclosed by Customer to the College Board includes information other than directory information, for purposes of FERPA the College Board and its employees and independent contractors are "school officials" whom Customer has determined to have "legitimate educational interests", and Customer may disclose such non-directory information to the College Board consistent with FERPA and other applicable law and policy.

Customer has a policy on acceptable use of computer equipment and services by teachers, other staff, and students that is at least as rigorous as the Site Terms and Conditions. The Site Terms and Conditions are consistent with and sufficient under Customer's computer use and other relevant policies.

Customer has a policy on confidentiality of student records consistent with and sufficient under FERPA. The Privacy Policy is consistent with and sufficient under Customer's FERPA and other relevant policies.

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Confidentiality. To the extent that the Registration Information or other personally identifiable information from education records of students disclosed by Customer to the College Board includes information other than directory information, the College Board may redisclose such non-directory information to third parties in accordance with the Privacy Policy, provided that, in accordance with 34 C.F.R. 99.32(b) and 99.33(b), the College Board informs Customer of the names of such third parties and the legitimate interests that they have in requesting or obtaining such Registration Information.

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Payment. This Agreement supersedes any conflicting terms and conditions contained in Customer's purchase order.

Customer agrees to pay any applicable sales, use, value added or other taxes or import duties (other than the College Board's corporate income taxes) based on, or due as a result of, any fees paid to the College Board under this Schedule, unless Customer is exempt from such taxes as the result of Customer's corporate or government status. Customer shall furnish the College Board with a valid tax exemption certificate.

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

Print or type
See Specific Instructions on page 2.

Name (as shown on your income tax return)
State of Delaware

Business name/disregarded entity name, if different from above
Maurice J. Moyer Academic Institute

Check appropriate box for federal tax classification:
☐ Individual/sole proprietor ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate
☐ Limited liability company. Enter the tax classification (C-C corporation, S-S corporation, P-partnership) ▶ _____
☒ Other (see instructions) ▶ _____

Exemptions (see instructions):
Exempt payee code (if any) **3**
Exemption from FATCA reporting code (if any) _____

Address (number, street, and apt. or suite no.) **610 E. 17th Street**

City, state, and ZIP code **Wilmington, DE 19802**

List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number

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Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Employer identification number

5	1	-	6	0	0	0	2	7	9
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Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below), and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here Signature of U.S. person ▶  Date ▶ **1/2/14**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. The IRS has created a page on www.irs.gov/w9 for information about Form W-9, at www.irs.gov/w9. Information about any future developments affecting Form W-9 (such as legislation enacted after we release it) will be posted on that page.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, payments made to you in settlement of payment card and third party network transactions, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the

withholding tax on foreign partners' share of effectively connected income, and

4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct.

Note. If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

CERTIFICATE OF TAX EXEMPT STATUS
STATE OF DELAWARE
Federal Identification Number 51-6000279

In accordance with Internal Revenue Code Section 4253(I), no tax shall be imposed under Section 4251 upon any payment received for services or facilities furnished to the government of any State, or any political subdivision thereof, or the District of Columbia.

This certifies that such exemption is allowable by law for the reason that such services are being and will be furnished to and charges will be paid from the funds of the State of Delaware.

I understand that the fraudulent use of this certificate for the purpose of securing this exemption will subject all parties making such fraudulent use of this certificate to a fine of not more than \$10,000, or to imprisonment for not more than five years, or both, together with costs of prosecution.



Signature of Authorized Representative

Kristopher E. Knight

Printed Name of Authorized Representative

Director, Division of Accounting

Title

January 7, 2014

Date