



**THE PUBLIC SCHOOLS OF BROOKLINE**  
BROOKLINE, MASSACHUSETTS 02445

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LINUS J. GUILLORY JR., PhD  
SUPERINTENDENT OF SCHOOLS

SAMUEL A. RIPPIN  
DEPUTY SUPERINTENDENT  
OF ADMINISTRATION AND FINANCE

**Request for Grant Acceptance**

December 15, 2021

Motion: School Committee Accepts the grant award as determined by the awarding authority for the grants listed below:

Source	Grant	Award	FY22 Projected Balance/(Deficit)*	Account Number
Federal	Universal Service Administrative Co. (USAC)	\$141,895.60	\$0	N/A
State	FY22 FC 437 COVID-19 Summer Program Reimbursement	\$200,000.00	\$0	3222SEJ8

\*Any deficit or balance will be the responsibility of the Superintendent to adjust. Grant managers should not assume that the operating budget will have funding available to cover any over expenditures of grant awards.



# TOWN OF BROOKLINE

## *Massachusetts*

### INFORMATION TECHNOLOGY DEPARTMENT

11 Pierce Street  
Brookline, MA 02445  
(617)-730-2003  
[www.brooklinema.gov](http://www.brooklinema.gov)

Feng Yang  
Chief Information Officer (CIO)

### MEMORANDUM

To: Samuel Rippin, Deputy Superintendent of Administration & Finance

From: Feng Yang, Chief Information Officer, Information Technology Department

Date: 12/08/2021

Subject: ECF Funded Chromebooks and WIFI Hotspot Services

Chief Procurement Officer Dave Geanakakis and I worked with eRateOnline and HUB technical LLC to purchase 298 Chromebooks and licenses. The Invoice has been sent to eRateOnline, and reimbursement will be filed with USAC by eRateOnline on behalf of the district.

Hotspot services will be reimbursed via T-Mobile based upon the district's usage of the existing 340 hotspots.

cc: Dave Geanakakis, Chief Procurement Officer;



# ECF Funding Commitment Decision Letter 2021

## Contact Information:

Brian Grimmer  
BROOKLINE PUBLIC SCHOOLS  
333 WASHINGTON ST  
BROOKLINE MA 02445  
[bgrimmer@erateportal.com](mailto:bgrimmer@erateportal.com)

**ECF FCC Form 471:** ECF202114179

**BEN:** 120540

**Obligation File:** 2

**Application Nickname:** 21BPSMA-471 ECF

## Totals

<b>Total Committed</b>	<b>\$141,895.60</b>
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## What is in this letter?

**Thank you for submitting your Emergency Connectivity Fund (ECF) funding application.**

Attached to this letter, you will find the funding statuses for the ECF FCC Form(s) 471, Services Ordered and Certification Form, referenced above.

The Universal Service Administrative Company (USAC) is sending letters to both the associated applicant and the service provider(s) so that you can work together to complete the funding process.

## Next Steps

### **Submit Requests for Reimbursement to the Emergency Connectivity Fund (ECF) Portal.<sup>1</sup>**

The Commission in the *Emergency Connectivity Fund Report and Order* provided two ways for applicants to be able to invoice for eligible equipment and services through the Emergency Connectivity Fund Program.<sup>2</sup> Applicants and service providers, who agree to invoice on behalf of the applicant(s), are allowed to submit ECF Program requests for reimbursement.

<sup>1</sup> The *Emergency Connectivity Fund Report and Order* directed USAC to make the invoicing system available 15 days after the issuance of the first wave of commitments for the Emergency Connectivity Fund Program. *Establishing the Emergency Connectivity Fund to Close the Homework Gap*, WC Docket No. 21-93, Report and Order, FCC 21-58, para. 98 (rel. May 11, 2021) (*Emergency Connectivity Fund Report and Order*). If your funding commitment was released as part of the first wave, you may need to wait 15 days prior to submitting your request for reimbursement. USAC will announce when the invoicing system is available and requests for reimbursement can be submitted.

<sup>2</sup> *Emergency Connectivity Fund Report and Order*, at para.93.



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- **If you (the applicant) are invoicing:** After receiving the ECF-supported eligible equipment and/or services, you will file the ECF FCC Form 472, the Billed Entity Applicant Reimbursement (BEAR) Form to invoice for reimbursement of the ECF-supported eligible equipment and/or services. If you request reimbursement prior to paying your service provider(s), you will be required to provide verification that you paid your service provider(s) within 30 days of receipt of funds.
- **If your service provider(s) is invoicing:** The service provider(s) must provide the ECF-supported eligible equipment and/or services and then file the ECF FCC Form 474, the Service Provider Invoice (SPI) form, to invoice for reimbursement for the ECF-supported eligible equipment and/or services provided.

Applicants and service providers, who agree to invoice on behalf of the applicant(s), must provide invoices detailing the items purchased, along with the requests for reimbursement. In general, any request for reimbursement submitted without the necessary information will be rejected with an explanation as to the deficiency, and the funding recipient will need to timely resubmit its invoice submission in order to receive reimbursement.

## Notice on Rules and Requirements

The applicants' receipt of funding commitments is contingent on their compliance with all federal, statutory, regulatory, and procedural requirements of the ECF Program and the FCC's rules. This also includes the certifications under penalty of perjury contained in their funding application(s). Funding recipients are subject to audits and other reviews that the Commission and other appropriate authorities may undertake periodically to ensure that committed funds are being used in accordance with such requirements and for their intended purpose. Please see paragraphs 116-134 of the Commission's *Emergency Connectivity Fund Report and Order* for more information regarding the Program's documentation, certification, and audit requirements.

As referenced in paragraph 101 of the *Emergency Connectivity Fund Report and Order*, attached to this letter is the full text of Appendix A to 2 CFR Part 170, which provides additional information about the reporting requirements for reporting executive compensation (through <https://www.sam.gov>) and subaward activity (through <http://www.fsrc.gov>) under the Federal Funding Accountability and Transparency Act of 2006 as amended by the Digital Accountability and Transparency Act of 2014 (collectively the Transparency Act or FFATA/DATA Act) for award and subaward payments that equal or exceed \$30,000.

On behalf of the FCC, USAC may be required to reduce or cancel funding commitments that were not issued in accordance with these requirements, whether due to action or inaction of USAC, the applicant, or the service provider. The Commission and other appropriate authorities may pursue enforcement actions and other means of recourse to collect improperly disbursed funds.

## How to Appeal or Request a Waiver of a Decision

You can appeal or request a waiver of a decision in this letter **within 30 calendar days** of the date of this letter. Failure to meet this deadline will result in an automatic dismissal of your appeal or waiver request. **Please note that this is shorter than the deadline for appeals in the E-Rate Program.**



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**Note:** The Federal Communications Commission (FCC) will not accept appeals of ECF Program decisions that have not first been submitted and addressed in the Emergency Connectivity Fund (ECF) Portal. However, if you are seeking a waiver of ECF Program rules, you must submit your request directly to the FCC and not in the ECF Portal. Waivers of the ECF Program rules cannot be addressed within the ECF Portal.

- **To submit an appeal that is not a waiver,** visit the Appeals section in the Emergency Connectivity Fund (ECF) Portal and provide the required information. USAC will reply to your appeal submissions to confirm receipt. Visit the ECF Program's website for additional information on submitting an appeal, including step-by-step instructions.
- **To request a waiver of the FCC's rules,** please submit your request to the FCC in proceeding number WC Docket No. 21-93 using the Electronic Comment Filing System (ECFS). Include your contact information, a statement that your filing is a waiver request, identifying information, the FCC rule(s) for which you are seeking a waiver, a full description of the relevant facts that you believe support your waiver request and any related relief, and any supporting documentation.

For all appeals and waivers, be sure to keep a copy of your entire appeal or waiver document, including any correspondence and documentation, and provide a copy to the affected service provider(s).



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# ECF Funding Commitment Decision Overview

2021

## Funding Commitment Decision Overview

<b>Funding Request Number (FRN)</b>	<b>Service Provider Name</b>	<b>Amount Requested</b>	<b>Amount Committed</b>	<b>Status</b>
ECF2190022190	HUB Technical Services LLC	\$80,695.60	\$80,695.60	Funded
ECF2190022198	T-Mobile USA, Inc.	\$61,200.00	\$61,200.00	Funded



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<b>FRN</b> ECF2190022190	<b>Service Type</b> Equipment	<b>Status</b> Funded
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<b>Dollars Committed</b>			
<b>Monthly Cost</b>		<b>One-time Cost</b>	
Months of Service	12		
Total Eligible Recurring Charges	\$0.00	Total Eligible One Time Charges	\$80,695.60
Total Charges		\$80,695.60	
Committed Amount		\$80,695.60	

<b>Dates</b>	
Service Start Date	7/1/2021
Service End Date	6/30/2022
Service Delivery Date	6/30/2022
Invoice Deadline Date	8/29/2022

<b>Service Provider Information</b>	
Service Provider	HUB Technical Services LLC
SPIN (498ID)	143030034

<b>Consultant Information</b>	
Consultant Name	Brian Grimmer
Consultant's Employer	E-RATE ONLINE LLC
CRN	16048791

<b>Funding Commitment Decision Comments</b>
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Approved as submitted.



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<b>FRN</b> ECF2190022198	<b>Service Type</b> Services	<b>Status</b> Funded
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**Dollars Committed**

Monthly Cost		One-time Cost	
Months of Service	12		
Total Eligible Recurring Charges	\$61,200.00	Total Eligible One Time Charges	\$0.00
Total Charges		\$61,200.00	
Committed Amount		\$61,200.00	

**Dates**

<b>Service Start Date</b>	7/1/2021
<b>Service End Date</b>	6/30/2022
<b>Service Delivery Date</b>	6/30/2022
<b>Invoice Deadline Date</b>	8/29/2022

**Service Provider Information**

<b>Service Provider</b>	T-Mobile USA, Inc.
<b>SPIN (498ID)</b>	143026181

**Consultant Information**

<b>Consultant Name</b>	Brian Grimmer
<b>Consultant's Employer</b>	E-RATE ONLINE LLC
<b>CRN</b>	16048791

**Funding Commitment Decision Comments**

Approved as submitted.





## Appendix A to Part 170—Award Term

### I. Reporting Subawards and Executive Compensation

#### a. Reporting of first-tier subawards.

*Applicability.* Unless you are exempt as provided in paragraph d. of this award term, you must report each action that equals or exceeds \$30,000 in Federal funds for a subaward to a non-Federal entity or Federal agency (see definitions in paragraph e. of this award term).

#### 2. Where and when to report.

- i. The non-Federal entity or Federal agency must report each obligating action described in paragraph a.1. of this award term to <http://www.fsrs.gov>.
- ii. For subaward information, report no later than the end of the month following the month in which the obligation was made. (For example, if the obligation was made on November 7, 2010, the obligation must be reported by no later than December 31, 2010.)

3. *What to report.* You must report the information about each obligating action that the submission instructions posted at <http://www.fsrs.gov> specify.

#### b. Reporting total compensation of recipient executives for non-Federal entities.

1. *Applicability and what to report.* You must report total compensation for each of your five most highly compensated executives for the preceding completed fiscal year, if—

- i. The total Federal funding authorized to date under this Federal award equals or exceeds \$30,000 as defined in 2 CFR § 170.320;
- ii. in the preceding fiscal year, you received—
  - (A) 80 percent or more of your annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR § 170.320 (and subawards), and
  - (B) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR § 170.320 (and subawards); and,
- iii. The public does not have access to information about the compensation of the executives through periodic reports filed under sections 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. §§ 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/excomp.htm>.)

2. *Where and when to report.* You must report executive total compensation described in paragraph b.1. of this award term:

- i. As part of your registration profile at <https://www.sam.gov>
- ii. By the end of the month following the month in which this award is made, and annually thereafter.

#### c. Reporting of Total Compensation of Subrecipient Executives.

1. *Applicability and what to report.* Unless you are exempt as provided in paragraph d. of this award term, for each first-tier non-Federal entity subrecipient under this award, you shall report the names and total compensation of each of the subrecipient's five most highly compensated executives for the subrecipient's preceding completed fiscal year, if—

- i. in the subrecipient's preceding fiscal year, the subrecipient received—
  - (A) 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR § 170.320 (and subawards) and,



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(B) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards); and

ii. The public does not have access to information about the compensation of the executives through periodic reports filed under sections 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. §§ 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>.)

2. *Where and when to report.* You must report subrecipient executive total compensation described in paragraph c.1. of this award term:

- i. To the recipient.
- ii. By the end of the month following the month during which you make the subaward. For example, if a subaward is obligated on any date during the month of October of a given year (i.e., between October 1 and 31), you must report any required compensation information of the subrecipient by November 30 of that year.

d. *Exemptions.*

If, in the previous tax year, you had gross income, from all sources, under \$300,000, you are exempt from the requirements to report:

- i. Subawards, and
- ii. The total compensation of the five most highly compensated executives of any subrecipient.

e. *Definitions.* For purposes of this award term:

1. Federal Agency means a Federal agency as defined at 5 U.S.C. § 551(1) and further clarified by 5 U.S.C. 552(f).

2. Non-Federal entity means all of the following, as defined in 2 CFR part 25:

- i. A Governmental organization, which is a State, local government, or Indian tribe;
- ii. A foreign public entity;
- iii. A domestic or foreign nonprofit organization; and
- iv. A domestic or foreign for-profit organization

3. *Executive* means officers, managing partners, or any other employees in management positions.

4. *Subaward:*

- i. This term means 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.
- ii. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see 2 CFR § 200.331).
- iii. A subaward may be provided through any legal agreement, including an agreement that you or a subrecipient considers a contract.

5. *Subrecipient* means a non-Federal entity or Federal agency that:

- i. Receives a subaward from you (the recipient) under this award; and
- ii. Is accountable to you for the use of the Federal funds provided by the subaward.

6. *Total compensation* means the cash and noncash dollar value earned by the executive during the recipient's or subrecipient's preceding fiscal year and includes the following (for more information see 17 CFR § 229.402(c)(2)).

# FY2022: COVID-19 Summer Programming Reimbursement

## Fund Code: 437

### Purpose:

The purpose of this state grant is to reimburse public school districts for the costs of summer school and other summer programming (for expenses or obligations incurred April – September 2021) intended to remedy and reverse COVID-19 pandemic-related learning loss.

### Priorities:

If more funding is requested than available,

- Priority will be given to reimburse costs first for any services related to mental health
- issues facing students returning to in-person after remote or hybrid learning, including efforts to improve student socialization skills weakened by isolation, ensuring access to social services, mental health, and behavioral health resources to address the potential trauma and other effects of the pandemic on students; and
- Priority will also be given to districts and schools in chronically underperforming status.

### Eligibility:

Massachusetts public school districts, including charters and collaboratives.

### Funding Type:

State

### Funding:

Approximately \$15,000,000 is available through state FY2022 budget line item 7061-0027.

Applicants must request a minimum of \$10,000 and a maximum of up to \$200,000 as reimbursement for summer programming costs. Districts with any schools in chronically underperforming status or that serve high numbers of students designated economically disadvantaged (approximately 50% or more) may request to exceed maximum and Department will confirm if it can be met. Request should be aligned with size of district and scope of summer programming. **Note: As these are state funds, reimbursement requests can supplant federal or state funding already awarded from flexible federal grants (except for any required set asides for summer 2021 programming) but should not supplant funding already awarded by the Department for summer 2021 through fund codes 120, 121, 530, 528, 525, 527, 644, 645, 646, 647 and 336-613.**

Funding is contingent upon availability. All dollar amounts listed are estimated/approximate and are subject to change. *If more is requested than available, the approved amount for each applicant may be less than the amount requested.* If more funding becomes available, it will be distributed under the same guidelines that appear in this RFP document.

### Fund Use:

Funds must be used in alignment with the purpose and priorities outlined and as described in a budget, budget narrative, and required program information that is submitted to the Department of Elementary and Secondary Education's (Department's) Office of Student and Family Support. **Indirect and equipment costs are not allowed.** More details provided in Part III — Required Program Information (see Required Forms section below).

**Note:** Assistance funded by this item shall only be available on a one-time non-recurring basis. No funds distributed from this item to a municipality or regional school district shall be considered base aid in fiscal year 2023. Any funds distributed from this item to a city, town or regional school district shall be deposited and held in a separate account and shall be expended by the school committee of such city, town or regional district without further appropriation, notwithstanding any general or special law to the contrary.

**Project Duration:**

Upon Approval – June 30, 2022 (Summer preparation and follow-up and programming incurred from 4/1/2021 – 9/30/2021)

**Program Unit:**

Office of Student and Family Support

**Contact:**

Allison Smith

**Date Due:**

Indication of Interest/Intent: November 5, 2021

Full Application: November 30, 2021

## Budget Entry

**\*Response to this field is only required when amending the grant\***

**Please explain the reason for amending your grant. When making a budget change, please identify the line number and the amount changed.**

**Response:**

### Budget Information

#### <br/>ALLOCATION OF FUNDS <br/><br/>

1. Administrator Salaries:	Comments	# of Staff	FTE	MTRS	Amount	Select a Primary Function
				<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		
Sub-Total						

**If "Other" has been selected above, you must provide details in the corresponding Comment sections.**

2. Instructional/Professional Staff Salaries:	Comments	# of Staff	FTE	MTRS <sup>1</sup>	Amount	Select a Primary Function
				<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		
Sub-Total						

**If "Other" has been selected above, you must provide details in the corresponding Comment sections.**

3. Support Staff Salaries:	Comments	# of Staff	FTE	MTRS <sup>1</sup>	Amount	Select a Primary Function
				<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		
Sub-Total						

If "Other" has been selected above, you must provide details in the corresponding Comment sections.

4. Stipends:	Comments	# of Staff	Rate	Rate Type	MTRS <sup>1</sup>	Amount	Select a Primary Function
Other	Universal Summer Program and expanded Extended School Year program	180	56	Hour	<input type="checkbox"/>	\$200,000	COVID-19 Summer Programming Reimbursement
					<input type="checkbox"/>		
					<input type="checkbox"/>		
					<input type="checkbox"/>		
Sub-Total						\$200,000	

If "Other" has been selected above, you must provide details in the corresponding Comment sections.

5. Fringe Benefits:	Comments	Amount
5-a MA Teachers' Retirement System (Federally-Funded Grants Only)		\$0
5-b Other		
Health Insurance		
Other Retirement Systems		
Federal Insurance Contributions Act (FICA)		
Other (Explain)		
Sub-Total		\$0

6. Contractual Services: Indicate the services to be provided and the rate to be paid per hour or per day.	Comments	Rate	Rate Type	Amount	Select a Primary Function
MA DOE Application Form			Page 6		12/03/2021

Sub-Total					

If "Other" has been selected above, you must provide details in the corresponding Comment sections.

7. Supplies and Materials: Items costing less than \$5,000 per unit or having a useful life of less than one year.	Comments	Amount	Select a Primary Function
Sub-Total			

If "Other" has been selected above, you must provide details in the corresponding Comment sections.

8. Travel: Mileage, conference registration, hotel, and meals.	Comments	Amount	Select a Primary Function
Sub-Total			

If "Other" has been selected above, you must provide details in the corresponding Comment sections.

9. Other Costs: Please indicate the amount requested in each category.	Comments	Amount	Select a Primary Function

**Applicant:** Brookline

0046

**Project:** FY22 FC 437 COVID-19 Summer Program Reimbursement 0046

437-649227-2022-0046

Sub-Total

11. Equipment: List only items costing \$5,000 or more per unit.	Comments	Amount	Select a Primary Function
Instructional Equipment			
Non-Instructional Equipment			
Sub-Total			

**Total Activity Funds Requested: \$200,000**



## Project Expenditures - Detailed Information

### Note:

Lines 1 to 9 and 11 on this form are automatically populated based on details entered on Activity forms. To change these totals, edit the Budget Entry form. The Indirect Cost information, if applicable, should be entered directly in Line 10 on this form.

### STAFFING CATEGORIES DETAIL EXPENDITURES<br/><br/>

1. Administrator Salaries:	# of Staff	FTE	MTRS <sup>1</sup>	Amount
Administrator Salaries (MTRS)			<input type="checkbox"/>	
Administrator Salaries (non-MTRS)				
Sub-Total				

2. Instructional/Professional Staff Salaries:	# of Staff	FTE	MTRS <sup>1</sup>	Amount
Instructional/Professional Staff Salaries (MTRS)			<input type="checkbox"/>	
Instructional/Professional Staff Salaries (non-MTRS)				
Sub-Total				

3. Support Staff Salaries:	# of Staff	FTE	MTRS <sup>1</sup>	Amount
Support Staff Salaries (MTRS)			<input type="checkbox"/>	
Support Staff Salaries (non-MTRS)				
Sub-Total				

4. Stipends:	# of Staff	MTRS <sup>1</sup>	Amount
Stipends (MTRS)	0	<input type="checkbox"/>	\$0
Stipends (non-MTRS)	180		\$200,000
Sub-Total			\$200,000

5. Fringe Benefits:	Amount
5-a MA Teachers' Retirement System (Federally Funded Grants Only)	\$0
5-b Other (total)	\$0
Sub-Total	\$0

**Applicant:** Brookline

0046

**Project:** FY22 FC 437 COVID-19 Summer Program Reimbursement 0046

437-649227-2022-0046

<b>6. Contractual Services:</b> Services provided and the amount to be paid.	<b>Amount</b>
<b>Contractual Services Total</b>	

<b>7. Supplies and Materials:</b> items costing less than \$5,000 per unit or having a useful life of less than one year.	<b>Amount</b>
<b>Supplies and Materials Total</b>	

<b>8. Travel:</b> Mileage, conference registration, hotel, and meals.	<b>Amount</b>
<b>Travel Total</b>	

<b>9. Other Costs:</b>	<b>Amount</b>
<b>Other Costs Total</b>	

<b>10. Indirect Costs:</b>	<b>Rate (%)</b> Cannot exceed approved rate	<b>Amount</b>
<b>Indirect Costs:</b>		

<b>11. Equipment:</b> List only items costing \$5,000 or more per unit.	<b>Amount</b>
<b>Equipment Total</b>	

**Total Allocation Amount:** \$200,000  
**Total Funds Requested:** \$200,000  
**MTRS Applicable Amount:** \$0  
**Balance Remaining:** \$0