

**U.S. DEPARTMENT OF THE TREASURY CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUND (ARPA) NONPROFIT SUBAWARD CONTRACT BETWEEN LARAMIE COUNTY AND CARPENTER SCHOOL & COMMUNITY INC.**

This U.S. DEPARTMENT OF THE TREASURY CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUND SUBGRANTEE AGREEMENT ("Grant Agreement") (CFDA #21.027) is made between Laramie County, State of Wyoming ("COUNTY"), whose address is 310 West 19<sup>th</sup> Street, Cheyenne, Wyoming 82001, and the Carpenter School & Community Inc., (SUBGRANTEE), whose address is 4816 Monroe Ave., Carpenter, Wyoming 82054. In consideration of the promises and covenants set forth below, the parties agree as follows:

**WHEREAS**, the COUNTY opened up ARPA funds to community nonprofits in a competitive application process.

**WHEREAS**, it is the mission of the SUBGRANTEE to champion the development of the whole child at Carpenter Elementary by bridging with the Carpenter community.

**WHEREAS**, the COUNTY wishes to provide monies to the SUBGRANTEE for necessary support in relation to the negative impacts of COVID on youth.

**NOW, THEREFORE**, the Parties agree as follows:

1) Purpose of Grant Agreement. The COUNTY shall provide U.S. Department of the Treasury Coronavirus State and Local Fiscal Recovery Funds to SUBGRANTEE in the amount set forth in Section 3, and SUBGRANTEE shall undertake and complete materials, projects and/or services (collectively, the "Project") described in Attachment A attached hereto. Performance by SUBGRANTEE of the requirements of this Grant Agreement and compliance with all American Rescue Plan program rules and regulations is a condition to SUBGRANTEE'S receipt of monies hereunder.

- (1) The Project responds to a disproportionately impacted population caused by the COVID-19 public health emergency.
- (2) The Project will result in providing necessary assistance to Laramie County youth by offering support and resources to the Carpenter School and Community Inc.
- (3) Utilizes SLFRF-ARP funding for costs that:
  - (a) Are allowable, reasonable, and allocable under 2 CFR Part 200-Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards;
  - (b) Do not duplicate financial assistance received from other federal sources;
  - (c) Do not exceed the total need for financial assistance;
  - (d) Were not incurred prior to March 3, 2021 or after May 31, 2023;
  - (e) Evidence commitment of all funding necessary to fund the Project
- (4) Are documented properly and provided as requested by the COUNTY for quarterly reporting as required by the U.S. Department of Treasury for SLFRF-ARPA funding.

- 2) Term of Grant Agreement and Required Approvals. This Grant Agreement is not effective until all parties have executed it and all required approvals have been granted. The term of the Grant Agreement is from March 3, 2021 through May 31, 2023 ("Term"); The Project shall be completed during the Term.
- 3) Payment. COUNTY agrees to grant monies to SUBGRANTEE as requested with submitted invoices to the grants manager. The total payment to SUBGRANTEE under this Grant Agreement shall not exceed \$35,008.00 ("Grant Award"). Payment will be made following SUBGRANTEE'S delivery to COUNTY of invoices detailing services performed in connection with the Project.
- 4) Responsibilities of SUBGRANTEE Regarding the Project. In undertaking and completing the Project, the SUBGRANTEE further agrees as follows:
  - a) Professional Services. The SUBGRANTEE agrees to perform all aspects of the Project in a professional manner and in accordance with the degree of care, competence and skills that would be exercised by a SUBGRANTEE under similar circumstances, to the satisfaction of the COUNTY.
  - b) Procurement and Administrative Regulations. SUBGRANTEE agrees to comply with federal procurement and administrative regulations as stated in 2 C.F.R. § 215, Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals and Other Nonprofit Organizations: as enacted in regulations by the U.S. Department of Health and Human Services. SUBGRANTEE also agrees to comply with the Contract Provisions for Non-Federal Entity Contracts under Federal Awards found in 2 C.F.R. § Appendix II to Part 200.
  - c) Compliance with Laws. In the interpretation, execution, administration and enforcement of this Grant Agreement, SUBGRANTEE agrees to comply with all applicable state and federal laws, rules, and regulations, including but not limited to:
    - i) SUBGRANTEE agrees to comply with all federal requirements governing grant agreements that are applicable, including but not limited to 2 C.F.R. § 230; Cost Principles for Non Profit Organizations; and OMB Circular A-133 Audits of State and Local Governments. The Single Audit Act of 1984, 31 U.S.C. §§ 7501-7 further defines auditing responsibilities and SUBGRANTEE agrees to comply therewith.
    - ii) SUBGRANTEE further covenants that the Project will be conducted and administered in conformity with the Civil Rights Act of 1964, 42 U.S.C. § 2000 et seq. and the Fair Housing Act, 42 U.S.C. § 3601 et seq. and that it will affirmatively further fair housing.
    - iii) SUBGRANTEE shall comply with "Equal Opportunity in Federal Employment", Exec. Order No. 11, 246, 30 Fed. Reg. 12,319 (1965) as amended by Exec. Order No. 11375, 32 Fed. Reg. 14,303 (1967); as supplemented in the Department of Labor regulations, 41 C.F.R. § 60 (1998), the Civil Rights Act of 1964, 42 U.S. C. § 2000 et seq., the Wyoming Fair Employment Practices Act, Wyo. Stat. § 27-9-105 et seq.,

and any rules and regulations related thereto. SUBGRANTEE shall not discriminate against a qualified individual with a disability and shall comply with the Americans with Disabilities Act of 1990, 42 U.S.C. § 12101 *et seq.*, and any rules and regulations related thereto. SUBGRANTEE shall assure that no person is discriminated against based on the grounds of sex, race, religion, national origin or disability in connection with the performance of this Grant Agreement.

- d) Monitor Activities. The COUNTY shall have the right to monitor all activities of the SUBGRANTEE related to this Grant Agreement. This shall include, but not be limited to, the right to make site inspections at any time, to bring experts and consultants on site to examine or evaluate completed work or work in progress, and to observe all SUBGRANTEE personnel in every phase of performance of work related to this Grant Agreement. COUNTY will conduct a risk assessment pre award and will conduct site visits as necessary for sub-recipient monitoring.
- e) Reporting. Within 15 calendar days at the conclusion of each calendar quarter during the Term of this Grant Agreement, SUBGRANTEE shall furnish COUNTY with a report (Attachment B).
- f) Retention of Records. SUBGRANTEE agrees to retain all records related to the Project, which are required to be retained pursuant to this Agreement or the American Rescue Plan program rules and regulations for three years following COUNTY's date of notice to SUBGRANTEE of administrative closeout of the Grant.
- g) Prohibition on Lobbying. In accordance with P.L. 101-121, payments made from a federal grant shall not be utilized by the SUBGRANTEE or its subcontractors in connection with lobbying Congressmen, or any other federal agency in connection with the award of a federal grant, contract, cooperative agreement or loan.
- h) Suspension and Debarment. By signing this agreement, SUBGRANTEE certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction nor from federal financial or nonfinancial assistance, nor are any of the participants involved in the execution of this agreement suspended, debarred or voluntarily excluded by any federal department or agency in accordance with Executive Order 12549 (Debarment and Suspension) and CFR 44 Part 17, or are on the disbarred vendors list. Further, SUBGRANTEE agrees to notify agency by certified mail should it or any of its agents become debarred, suspended, or voluntarily excluded during the term of this agreement.
- i) Federal Audit Requirements. SUBGRANTEE agrees that if it expends an aggregate amount of Seven hundred fifty thousand dollars (\$750,000) or more in federal funds during its fiscal year, it must undergo an organization-wide financial and compliance single audit. SUBGRANTEE agrees to comply with the audit requirements of the U.S. General Accounting Office Government Auditing Standards and OMB Circular A-133, Audits and States, Local Governments, and Non-Profit Organizations. If findings are made which cover any part of this award, SUBGRANTEE shall provide one copy of the audit report to COUNTY and require the release of the audit report by its auditor to be held until adjusting entries are disclosed and made to COUNTY records.

- 5) Responsibilities of County. COUNTY will, at its discretion, assist in providing SUBGRANTEE access to information, including without limitation providing SUBGRANTEE with information concerning SLFRF American Rescue Plan program requirements, rules and regulations and other statutes and regulations referred to herein, and will cooperate with SUBGRANTEE whenever possible. COUNTY shall have no obligations, other than those specifically set forth herein, regarding the Project or its performance.
- 6) Special Provisions.

- a) Limitation on Payments. COUNTY's obligation to pay SUBGRANTEE for Project activities rendered pursuant to this Grant Agreement is conditioned upon the availability of federal government funds that are allocated to pay SUBGRANTEE hereunder. If grant agreement monies are not allocated and available for COUNTY to pay SUBGRANTEE for the performance of the Project, COUNTY may terminate this Grant Agreement at any time in its discretion without further liability or obligation hereunder.

COUNTY shall notify SUBGRANTEE at the earliest possible time if this Grant Agreement will or may be affected by a shortage or unavailability of funds. No liability shall accrue to COUNTY in the event termination of this Grant Agreement occurs or this Grant Agreement is affected in any other way by a lack of funds. COUNTY shall not be obligated or liable for any future payments due or promised hereunder or for any damages to SUBGRANTEE or any other person or entity as a result of termination under this section.

- b) No Finder's Fees. No finder's fee, employment agency fee, broker fee or other such fee related to this Grant Agreement shall be paid by either party.
- c) Office Space. SUBGRANTEE will not include charges or seek reimbursement in any invoice submitted to COUNTY for office or building space of any kind obtained by SUBGRANTEE for the performance of the Project. SUBGRANTEE will make no charge for office or building space unless specific provisions are included for such in this Grant Agreement. Under no circumstances will SUBGRANTEE be allowed to purchase office equipment with funds received through this Grant Agreement.
- d) Minority Business Enterprise. SUBGRANTEE is strongly encouraged to actively promote and encourage maximum participation of Minority Business Enterprises (MBE) as sources of supplies, equipment, construction and services in connection with performance of the Project.
- e) Budget Transfer Limitation. SUBGRANTEE agrees it will not exceed any of the line item totals listed on Attachment C by more than ten percent (10%) without prior approval from COUNTY. Such changes will not result in any change in the total Project costs, or a change in the Grant amount.
- 7) Default and Remedies. In the event SUBGRANTEE defaults or is deficient in the performance of any term of this Grant Agreement or any requirements of the ARPA program rules and regulations, then COUNTY and/or U.S. Department of Treasury shall have the right to exercise all remedies provided by law or in equity, including without limitation:

- a) Immediately terminating this Grant Agreement without further liability or obligation of COUNTY;
- b) Issuing a letter of warning advising SUBGRANTEE of the deficiency and putting the GRANTEE on notice that additional action will be taken if the deficiency is not corrected or is repeated;
- c) Recommending, or requesting SUBGRANTEE to submit proposals for corrective actions, including the correction or removal of the causes of the deficiency;
- d) Advising SUBGRANTEE that a certification will no longer be acceptable and that additional assurances will be required in such form and detail as COUNTY and the federal government may require.
- e) Advising SUBGRANTEE to suspend disbursement of funds for the deficient activity;
- f) Advising SUBGRANTEE to reimburse any amounts improperly expended and reprogram the use of the funds in accordance with applicable requirements;
- g) Changing the method of payment to SUBGRANTEE; and/or
- h) Reducing, withdrawing, or adjusting the amount of the Grant.

8) General Provisions.

- a) Amendments. Any changes, modifications, revisions or amendments to this Grant Agreement, which are mutually agreed upon in writing by the parties hereto, shall be incorporated by written instrument, signed by all parties to this Grant Agreement.
- b) Applicable Law/Venue. The construction, interpretation and enforcement of this Grant Agreement shall be governed by the laws of the State of Wyoming. The Courts of the State of Wyoming shall have jurisdiction over this Grant Agreement and the parties, and exclusive venue for any action shall be in the First Judicial District, Laramie County, Wyoming.
- c) Assignment. Neither party shall assign or otherwise transfer any of the rights or delegate any of the duties set forth in this Grant Agreement without the prior written consent of the other party. In the event there is a sub-grant(s) under this Grant Agreement, SUBGRANTEE shall include all of the provisions of this Grant Agreement in every sub-grant agreement awarded and shall make such provisions binding on each sub-grantee as if it were the SUBGRANTEE hereunder. SUBGRANTEE shall not use this Grant Agreement, or any portion thereof, for collateral for any financial obligation, without the prior written permission of COUNTY.
- d) Assumption of Risk. SUBGRANTEE shall be responsible for any loss of state or federal funding, either administrative or program dollars, due to SUBGRANTEE'S failure to

comply with this Agreement and all state or federal ARPA requirements. COUNTY shall notify SUBGRANTEE of any state or federal determination of noncompliance.

- e) **Attorneys' Fees.** If COUNTY has to enforce this Grant Agreement as a result of a default in the performance of this Grant Agreement, COUNTY shall be entitled to its reasonable attorneys' fees and costs incurred in such enforcement.
- f) **Confidentiality of Information:** The SUBGRANTEE acknowledges that information it may receive or have access to as a result of its performance under this agreement may be confidential. SUBGRANTEE agrees that it shall comply with all applicable laws and regulations, whether state or federal, in the collection, maintenance and release of such information. COUNTY and its agents, or authorized representatives, shall have access to all confidential information in accordance with the requirements of state and federal laws and regulations. Any other parties will be granted access to confidential information only after complying with the requirements of state and federal laws and regulations pertaining to such access. Nothing herein shall prohibit the disclosure of information in summary form, including the publishing of reports of services provided in this Grant Agreement, so long as the identity of the client remains confidential and all other State & Federal laws and regulations are met.
- g) **Conflict of Interest:** The SUBGRANTEE and COUNTY confirm that, to their knowledge, no COUNTY employee has any personal or beneficial interest whatsoever in the services described herein. No staff member of the SUBGRANTEE, compensated either partially or wholly with funds from this Agreement, shall engage in any conduct or activity that would constitute a conflict of interest relative to this Agreement.
- h) **Entirety of Grant Agreement:** This Grant Agreement (9 pages) and Attachment A, Application, (7 pages), Attachment B, Reporting (1 page) represent the entire and integrated Grant Agreement between the parties and supersedes all prior negotiations, representations, and agreements, whether written or oral.
- i) **Indemnification:** To the fullest extent permitted by law, SUBGRANTEE shall indemnify, defend and hold harmless COUNTY, and its officers, agents, employees, successors and assigns from any cause of action, losses, injuries, liabilities, damages, claims, demands or costs arising from or in connection with this grant agreement (including reasonable attorneys' fees) (collectively "Claims") arising out of all activities in connection with the Project, Grantee's (and any sub-grantee's) performance under this Grant Agreement, or failure by SUBGRANTEE (or any sub-grantee) to comply with the terms of this Agreement or any ARPA program rules and/or regulations. SUBGRANTEE shall be solely liable and responsible for all acts or omissions in connection with the Project or the performance of the Project or this Agreement (including without limitation the acts, omissions or performance of the Project or this Agreement by any sub-grantee), including without limitation all Claims arising in connection therewith, and COUNTY (its officers, agents, employees, successors and assigns) shall have no liability to SUBGRANTEE, any sub-grantee or any third party for, and shall be released from, all such Claims.
- j) **Independent Contractor:** SUBGRANTEE shall function as an independent contractor for the purposes of this Grant Agreement, and shall not be considered an employee of

COUNTY for any purpose. SUBGRANTEE shall assume sole responsibility for any debts or liabilities that may be incurred by the SUBGRANTEE in fulfilling the terms of this Grant Agreement, and shall be solely responsible for the payment of all federal, state and local taxes that may accrue because of this Grant Agreement. Nothing in this Grant Agreement shall be interpreted as authorizing SUBGRANTEE or its agents and/or employees to act as an agent or representative for or on behalf of COUNTY, or to incur any obligation of any kind on the behalf of COUNTY. SUBGRANTEE agrees that no health/hospitalization benefits, workers' compensation and/or similar benefits available to COUNTY employees will inure to the benefit of SUBGRANTEE or SUBGRANTEE'S agents and/or employees as a result of this Grant Agreement.

- k) **Kickbacks**: SUBGRANTEE warrants that no gratuities, kickbacks or contingency fees were paid in connection with this Grant Agreement, nor were any fees, commissions, gifts, or other considerations made contingent upon the award of this Grant Agreement.
- l) **Notices**: All notices arising out of, or from, the provisions of this Grant Agreement shall be in writing and given to the parties at the address provided under this Grant Agreement, either by regular U.S. mail or delivery in person. Delivery shall be deemed to have occurred 3 days following deposit in the U.S. mail or upon delivery in person.
- m) **Grantee to Keep Informed**: The SUBGRANTEE shall keep fully informed of all federal and state laws, local laws, regulations and all other orders and decrees of bodies or tribunals having any jurisdiction or authority, which may, in any manner, affect the duties and responsibilities to be performed by SUBGRANTEE under the terms and conditions of this Grant Agreement.
- n) **Patent or Copyright Protection**. SUBGRANTEE recognizes that certain proprietary matters, techniques or information may be subject to patent, trademark, copyright, license or other similar restrictions, and warrants that no work performed by the SUBGRANTEE or its sub-grantees hereunder in connection with the Project will infringe any such rights of any person or entity nor will it violate any restriction. SUBGRANTEE shall defend, indemnify and hold harmless COUNTY from any infringement, violation or alleged infringement or violation of any such patent, trademark, copyright, license or other restrictions.
- o) **Prior Approval**: This Grant Agreement shall not be binding upon either party, no services shall be performed under the terms of this Grant Agreement, and no funds will be disbursed hereunder until all necessary approvals and actions have occurred as determined by COUNTY in its discretion and this Grant Agreement has been reduced to writing and signed by both parties.
- p) **Severability**: Should any portion of this Grant Agreement be judicially determined to be illegal or unenforceable, the remainder of the Grant Agreement shall continue in full force and effect as if the illegal or unenforceable term was omitted.
- q) **Governmental Immunity**: COUNTY does not waive its governmental immunity, as provided by any applicable law including W.S. 1-39-101 *et seq.*, by entering into this Agreement. Further, COUNTY fully retains all immunities and defenses provided by law

with regard to any action, whether in tort, contract or any other theory of law, based on this Agreement.

- r) **Force Majeure**. The performance of this Grant Agreement by the parties shall be subject to force majeure including, but not limited to, acts of God, fire, flood, natural disaster, war or threat of war, acts or threats of terrorism, civil disorder, unauthorized strikes, government regulations or advisory, recognized health threats as determined by the World Health Organizations, the Centers for Disease Control, or local government authority or health agencies (including, but not limited to, the health threats of COVID-19, H1N1, or similar infectious diseases), curtailment of transportation facilities, or other similar occurrence beyond the control of the parties, where any of those factors, circumstances, situations, or conditions or similar ones present, dissuade, or unreasonably delay the performance required by this Grant Agreement. This Grant Agreement may be canceled by any party, without liability, damages, fees, or penalty and any unused deposits or amounts paid shall be refunded, for any one or more of the above reasons, by written notice to the other party.
- s) **Taxes**: SUBGRANTEE shall pay all taxes and other such amounts required by federal, state and local law, including but not limited to social security taxes, workers' compensation, unemployment insurance and sales taxes in connection with performance of the Project and this Grant Agreement.
- t) **Time is of the Essence**: Time is of the essence in the performance by SUBGRANTEE of all provisions of the Grant Agreement.
- u) **Waiver**: The waiver of any breach of any term or condition in this Grant Agreement shall not be deemed a waiver of any prior or subsequent breach.
- v) **Titles Not Controlling** Titles of sections are for reference only, and shall not be used to construe the language in this Grant Agreement.
- w) **Third Party Beneficiary Rights**: The parties do not intend to create in any other individual or entity the status of third party beneficiary, and this Grant Agreement shall not be construed so as to create such status. The rights, duties and obligations contained in this Grant Agreement shall operate only between and for the benefit of the parties to this Grant Agreement.

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- 9) Signatures. By signing this Grant Agreement, the parties represent and warrant that they have read and understood it, that they agree to be bound by the terms of the Grant Agreement, that they have the authority to sign it, and that they have received a signed and dated copy of the Grant Agreement.

The effective date of this Grant Agreement is the date of the signature last affixed to this page.

**LARAMIE COUNTY, WYOMING**

By: \_\_\_\_\_  
Troy Thompson, Chairman  
Laramie County Commissioners

\_\_\_\_\_  
Date:

By: \_\_\_\_\_  
Debra Lee, Laramie County Clerk

\_\_\_\_\_  
Date:

**CARPENTER SCHOOL & COMMUNITY INC.**

By: Kendal Sedman  
Kendal Sedman

Sept 14<sup>th</sup>, 2022  
Date:

**REVIEWED AND APPROVED AS TO FORM ONLY**

By: W. W. W. W.  
Laramie County Attorney's Office

9.19.2022  
Date

## Laramie County ARPA Subrecipient Risk Assessment

Subrecipient Name	Carpenter School and Community Inc.
DUNS Number and/or Unique Entity ID	YAHFXLMZK2R7
Grant Program Name	ARPA CFDA# 21.027
Grant Amount	\$35,008.00
Grant Period	3/3/2021-5/31/2023
Date of Risk Assessment	9/6/2022

### Section One-Monitoring

Risk Factors	Yes	No
Have any other entities alerted us to potential risk areas?		x
Is the applicant debarred, suspended, or show delinquent federal debt in sam.gov?		x
Is the Subaward more than \$25,000?	x	
Total "Yes" responses		1

### Section Two-Reimbursements/Budgeting

Risk Factors	Yes	No
Has the entity been timely in responding to program/fiscal questions?	x	
Does the applicants accounting system segregate expenditures by funding source?	x	
Has the applicant managed federal funds in the past 24 months?		x
Does the entity have the ability to report on program operations in a timely manner?	x	
Does the entity have a operations budget?	x	
Does the entity have a financial management system in place to track and record the program expenditures and generate invoices?	x	
Total "No" responses		1

### Section Three-Operations

Risk Factors	Yes	No
Has the program had problems with staff retention?		x
Does the entity have any loss contingencies required to be disclosed on audited financial statements?		x
Does the entity lack effective procedures & controls for handling federal funds under 2 CFR Part 200?	x	
Total "Yes" responses		1

\*Use "x" as your tally mark.

Total of all Sections	3
0 to 4	Low Risk
5 to 8	Medium Risk
9 to 12	High Risk



**Laramie County, Wyoming Application for Nonprofit Organizations Affected by the COVID-19 Pandemic-Applications are due 4/29/22.**

1. Name of Nonprofit Organization Carpenter School and Community Inc
2. Owner/Authorized Representative's Name A Non-Profit consisting of Board Members
3. If applicable, Federal Tax Identification Number 84-4821549
4. Physical Address of your nonprofit organization 4816 Monroe Ave. Carpenter, WY 82054
5. Primary Contact Person Kendal Sedman
6. Email address [kwsedman@hotmail.com](mailto:kwsedman@hotmail.com)
7. Telephone number 307-631-1385
8. Provide mission statement/purpose of your organization. "To champion the development of the whole child at Carpenter Elementary by bridging with the Carpenter Community"
9. Please describe how the COVID-19 pandemic has caused a negative impact to your nonprofit organization and/or the population you serve. We were unable to host our major annual fundraiser, Taco Bingo, for years 2020 and 2021 due to COVID resulting in a projected loss of around \$16000 for year 2020 and \$2500 for 2021. (Differences due to one year we are in charge of food and the other we are in charge of bingo) Other fundraising lacked success in 2020 fundraising was down 54% and 2021 it was down 38%.
10. Program/Project **Please see spreadsheet! -CSC Grant Application Ideas**

**a. Briefly describe the program/project you are requesting funds for:**

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**b. Describe the need for your program/project.**

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**c. Identify any other organizations in Laramie County that address this need.**

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**d. Is this a new, existing or changed program?**

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**e. Specifically, what will you use ARPA funds for?**

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**f. Who will benefit and how (population served)?**

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**g. How will you prevent the duplication of benefits to end users?**

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**h. How many individuals/families will be served by this program/project?**

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**i. How will these funds help you respond to, or recover from COVID-19?**

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**11. Project Outcomes**

**a. If this is a continuing activity, describe measureable outcomes of your previous years' work regardless of funding source.**

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- b. Describe anticipated measureable outcomes for your proposed project/program.
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**12. Agency's Auditing and Fiscal Controls**

- a. Briefly describe your agency's financial oversight/internal controls to minimize opportunities for fraud, waste and mismanagement. We host monthly meetings, and voting between meetings must include 2 officers including the treasurer. Two board members are on the bank account. All board members have access to treasurer reports and are voted on monthly during the school year. Books and accounts are open to inspection to any director at reasonable times. We have up-to-date bylaws to follow.
- b. How does your agency plan to segregate ARPA funds from other agency funds for purposes of identification, tracking, reporting and audit? We plan on accurate record keeping by keeping receipts scanned to the CSC drive and turned in timely by a board member. We will add a grant section to our budget.

13. If applicable, please list the grand total revenue collected by your nonprofit organization in calendar year 2019 (documentation is required to support this figure). \$39,261.09 see 2018-2019 Budget/Actual

14. If applicable, please list the grand total of revenue collected by your nonprofit organization in calendar year 2020 (documentation is required to support this figure). \$7,380.30 see 2019-2020 Budget/Actual

15. If applicable, please list the grand total of revenue collected by your nonprofit organization in calendar year 2021 (documentation is required to support this figure). \$6,423.00 see 2020-2021 Budget/Actual

16. How much are you requesting in Laramie County ARPA funds? Please provide a detailed budget breakdown for requested items.

\$36,368.00

17. Is your organization facing any pending litigation or legal action? If yes, please explain.

No

18. Is your organization registered in Sam.gov to be eligible to receive federal funds? Active Status will be required to be awarded ARPA funds.

**Application Certification**

By checking this box, you are certifying that the information provided herein is true and correct to the best of your knowledge.

Print Name Kendal Sedman Title CSC Rec Director

Signature  Date 4/28/22

Cost	10. Program/Project	10 a) Briefly describe the program/project you are requesting funds for.	10 b) Describe the need for your program/project.	10 c) Identify any other organizations in Larimer County that address this need.	10 d) Is this a new, existing or changed program?
\$2,250.00	Services and School Events	We provide school supplies to those in need, incoming Kindergarteners, musical instruments, and other equipment (headphones), and a summer book for each student.	The school relies on our CSC to provide these services.	None others for the Carpenter Elementary School (CES)	Existing
\$6,000.00	Field Trips	All the field trips that Carpenter Elementary take are funded by our CSC group. In the past, the school takes them to various activities such as the Botanical Gardens, the Paul Smith Children's Village, Terry Bison Ranch, Habitat for Humanity, the municipal swimming pool and other local activities.	These field trips are needed to expand the horizons of our students and to give them new experiences locally that they might not get to do without our CSC group.	None others for the Carpenter Elementary School (CES)	Existing
\$2,500.00	Recreation Equipment	The recreation program CSC traditionally hosts around 70% of our student body at Carpenter Elementary. These students participate in soccer, volleyball, basketball, and another baseball season in the local recreation league. These players learn what a team means and how to become responsible for themselves in a team atmosphere.	Since Covid-19 it is extremely hard to obtain volunteers. We need some storage boxes, new nets, a working sprayer and spray paint. These items are greatly needed and will help the program along with its volunteers. We hope having some of these things will help retain our volunteers once we get them!!!	The recreation department in Burns and Pine Bluffs offer the same Recreation League we play in but no other program in Carpenter.	Existing
\$1,000.00	Recreation Equipment	Trying to create a t-ball program for the summer league.	Currently our students must drive over state lines in Colorado to join with them to create a team. Carpenter doesn't facilitate a team for youth T-ball.	The recreation department in Burns and Pine Bluffs offer the same Recreation League we play in but no other program in Carpenter, players go to Grover, Colorado for T-ball.	New
\$1,200.00	Portable Volleyball Standards	These standards can be used for volleyball, badminton, tennis, and other net games.	Carpenter Elementary currently doesn't have portable standards.	Burns Elementary does have a net.	New
\$8,600.00	Snack Program	Year 2022 the Carpenter School is on 30% free and reduced lunches out of our 78 students.	Currently the snacks are supposed to be provided by the parents, but there are only a couple bringing in snacks, or the teachers are spending out of their own pockets for the entire student body.	None others for the Carpenter Elementary School (CES)	New
\$5,680.00	STEM kits	These will stimulate the minds of our students over the summer months and give them activities to complete rather than electronics and give teachers stem supplies for each classroom.	These will stimulate the minds of our students over the summer months during school and give them activities to complete rather than electronics. Covid has given us more of a sense of need for electronics to pass the time.	None others for the Carpenter Elementary School (CES)	New
\$499.00	Sphero curriculum for Sphero bots	Course guides for SPHERO Sparks that were bought 5 years ago. <a href="https://sphero.com/collections/all/products/sphero-computer-science-fundamentals-courses-1-3">https://sphero.com/collections/all/products/sphero-computer-science-fundamentals-courses-1-3</a>	The curriculum guides would help utilize the existing Spheros and work them into the computer science program while also allowing cross-curricular activities to occur.	None others for the Carpenter Elementary School (CES)	Change in the Computer Science program
\$230.00	first aid kits for classrooms	Purchasing first aid kits for the classrooms and gym.	The school nurse is two half days and ten full time. It would be nice to have a piece of mind with a first aid kit available to each class.	None others for the Carpenter Elementary School (CES)	New
\$4,549.00	Audiometry/Tympanometry CSI 39	Updating equipment that is used for screening students hearing. All students entering kindergarten are screened as well as grades 1, 3, and 5. Students screened throughout school year at teacher/parent request as well.	The current machine that the school has is old. As with anything equipment is not as accurate as time goes on. This would allow for more accurate results in our screenings.		Existing
\$360.00	Heroes of Liberty 2 yr subscriptions	Biographies of positive role models for all students to check out from the library.	This would supplement the library book budget, and also bring more positive books about great people that made history and are making history.	None others for the Carpenter Elementary School (CES)	New
\$3,500.00	Rachet's Challenge	They offer two elementary programs: one for K-4th & one for 4th-6th grades. There is a live presentation for both age groups and also a digital option to continue the emphasis on kindness.	Carpenter Elementary students have struggled in terms of behavior. Not surprisingly, this seems to have only gotten worse with Covid. Kids are struggling in terms of treating each other, school employees and volunteers with respect and kindness. Mental health and the resulting behaviors continue to increase. We want to try to teach kindness to not only improve our school environment/experience but also attempt to decrease future problems as these kids progress through the school system and become members of society.	We are not aware of any groups in the area that offer similar programs.	New
<b>\$36,368.00</b>					

10 e) Specifically, what will you use ARPA Funds for?	10 f) Who will benefit and how?	10 g) How will you prevent the duplication of benefits to end users?	10 h) How many individuals/families will be served by this program/project?	10 i) How will these funds help you respond to, or recover from Covid-19?	11 a) If this is a continuing activity, describe measurable outcomes of your previous years' work regardless of funding source.
School supplies, equipment and a summer book for each student.	100% of the student body	Our board members will manage the benefits to our students by not voting any duplications. We have an active board and hold monthly meetings so all actions are aware of all board members.	100% of the student body	These funds will help our students with Wyoming Reads, our Enrichment Program, and educational supplies for the students. All of these activities will get involvement from our	100% of our student body has benefited from this service by using the school supplies, instruments, and reading in the summer.
Spending this money exclusively for field trip expenses the school needs to pay for the students.	The entire student body by participating in the field trip planned by the teachers and CSC	to our students by not voting any duplications. We have an active board and hold monthly meetings so all actions are aware of all board members.	100% of our student body and the field trips will try to be local if applicable.	These funds will expand our students boundaries and increase educational experiences they get to have based on what they are learning at that time.	100% of our student body has benefited by attending different learning opportunities, gained new books, and appreciation for exploration.
To purchase 2 storage boxes, a new sprayer, field spray paint, replace the ripped soccer nets, sports awards, and sports equipment	In the past 65-70% of our students participate in our Recreation Program. Hoping for increased participation to learn how to play well with others, and learn team qualities.	Our board members will manage the benefits to our students by not voting any duplications. We have an active board and hold monthly meetings so all actions are aware of all board members.	70% of our students = approximately 55 students (hoping it increases)	To help buy new supplies and update the existing supplies, and get awards to gain more of students to participate and assist in retaining the volunteers we get.	CSC Recreation Program has previously served 60-70% of the student body. Their experience was using old/worn equipment but still offered an avenue for their sporting needs.
To purchase plates, t-balls, bats, helmets, gloves, 2 storage bags	new supplies, less maintenance time for Grover, Colorado to play. Hoping to increase participation by decreasing the travel distance. The players should learn many team oriented qualities that will help these standards can be used for Carpenter PE and the Carpenter Recreation Program.	Our board members will manage the benefits to our students by not voting any duplications. We have an active board and hold monthly meetings so all actions are aware of all board members.	Approximately 25% of our students (hoping it increases substantially due to being offered in Carpenter)	Getting involvement is a plus when heading from Covid-19. Just the people interaction and camaraderie will boost morale for parents and students alike.	
To purchase Alumacraft Heavy weight volleyball standards from BSN Sports.	These standards can be used for Carpenter PE and the Carpenter Recreation Program. They can be taken outside to the grass field for volleyball. Set-up on an outdoor	One set of standards is plenty to serve the needs of the students and community of Carpenter.	The 79 students currently enrolled in Carpenter Elementary will all have the opportunity to use the equipment during their PE class. Many of these students	new equipment allows students to play games outside where they can spread out. We currently only have equipment that goes into the gym floor and cannot be moved around.	This is a one time purchase.
One refrigerator to store healthy snacks and those healthy snacks throughout the year for K-6 in CES.	All the student body at CES	Our board members will manage the benefits to our students by not voting any duplications. We have an active board and hold monthly meetings so all actions are aware of all board members.	100% of CES	To ensure our students have healthy snacks to create a healthy learning environment that they would not get without these funds due to Covid hardships in local households.	
A 3 month subscription for STEM boxes to every student and stem supplies for every classroom	100% of our students and our families as it could be a great interaction piece for families over the summer.	Our board members will manage the benefits to our students by not voting any duplications. We have an active board and hold monthly meetings so all actions are aware of all board members.	100% of CES	Using STEM boxes to engage the students in learning over the summer.	
Purchase of guides to meet the standards and incorporate more math, reading, and social science into CS	Grades 3-6 specifically but younger grades may also try to program the Sparks	Our board members will manage the benefits to our students by not voting any duplications. We have an active board and hold monthly meetings so all actions are aware of all board members.	100% of CES	Using computer science to reach or introduce one student can increase retention of the content areas that may have been missed due to COVID	
Purchase of 13 first aid kits.	100% of our student body by having access to these whenever needed.	Our board members will manage the benefits to our students by not voting any duplications. We have an active board and hold monthly meetings so all actions are aware of all board members.	100% of CES	Knowing the basic health needs are covered is a piece of mind after the covid affects.	
Purchase a new audiometer	Grades K, 1,3, and 4 specifically. Any student in the school through can be screened at request of parents and or teacher	Our board members will manage the benefits to our students by not voting any duplications. We have an active board and hold monthly meetings so all actions are aware of all board members.	Potentially every student/family in the school.	Screenings in schools across the nation were kind of "put on the back burner" for the past two years. As we move forward we can focus on other necessary pieces of school nursing with screenings being a big one to help bridge health and education for students.	
Purchase book subscription.	The entire student body will benefit from the program.	Our board members will manage the benefits to our students by not voting any duplications. We have an active board and hold monthly meetings so all actions are aware of all board members.	Potentially every student/family in the school.	This would supplement the library book budget, and also bring more positive books about great people that made history and are making history. Finding good role models will aid in the covid stigma recovery.	
We will purchase the live presentations for K-4th grades and 5th-6th grades. We will also purchase the digital presentations to supplement the live presentations	The entire student body will benefit from the program.	This is the only program of its kind that we are trying to bring to the school.	100% of CES will be included. Parents will also be invited as able	We hope this program will help to improve kindness, mental health and the morale of our school community. We are hopeful that kindness will be contagious and carry over to our district and community in general. We are hopeful that if behavior improves that educational success and ability to focus/learn will improve.	



<p>11 b) Describe anticipated measurable outcomes for your proposed project/program!</p>
<p>We are anticipating more reading growth and supplies for the entire school.</p>
<p>explore, and knowing the funds are there to support this goal. Fundraising has been struggling. It is hard to measure outcomes for this other than we want 100% of our students to</p>
<p>I anticipate an increase based on inspiring volunteers and retaining volunteers equalling in more participation from said volunteers' students. Also become more appealing by an incentive program.</p>
<p>It should increase involvement within our own community and create enthusiasm there as well</p>
<p>The program students will succeed to get outside more for PE class or rec practice while still getting to work on their sport or activity. It will also allow students to experience several</p>
<p>The outcome would be a positive outcome for the entire student body at CES by ensuring a healthy snack option to fuel their creative minds.</p>
<p>This should open new door academically and incorporate more of what they are learning in the other subjects in school.</p>
<p>This should open new door academically and incorporate more of what they are learning in the other subjects in school.</p>
<p>100% of the students will have access</p>
<p>Adverse screenings that will hopefully catch any bearing issues students may have that could cause barriers to their learning.</p>
<p>We are anticipating more reading growth</p>
<p>We are anticipating kindness growth and a need to spread positive actions and improve mental health</p>

## Carpenter School & Community Approved Budget

<u>Category</u>	<u>Amount</u>
Services & School Events	\$ 2,250.00
Field Trips	\$ 6,000.00
Recreation Equip	\$ 2,500.00
Portable Volleyball	\$ 1,200.00
Snack Program	\$ 8,600.00
STEM Kits	\$ 5,680.00
Sphero Curriculum	\$ 499.00
First Aid Kits	\$ 230.00
Audiometry	\$ 4,549.00
Rachel's Challenge	\$ 3,500.00
	<b>\$ 35,008.00</b>



## Sandra Newland

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**From:** Carpenter School and Community <carpentercsc@live.com>  
**Sent:** Monday, September 5, 2022 12:26 PM  
**To:** andree.bergeron@laramie2.org; Sandra Newland  
**Subject:** Fw: Registration Activated for CARPENTER SCHOOL & COMMUNITY, INC. / YAHFXLMZK2R7 / in the U.S. Government's System for Award Management (SAM).

**Attention:** This email message is from an **external(non-County)** email address. Please exercise caution and/or verify authenticity before opening the email/attachments/links from an email you aren't expecting.

Hello Annie,  
Can you please print this email and put it in the CSC mail box at school for me please!

Hello Sandra!  
We got registration complete. Please let us know what we need to do now. My number is 307-631-1385.

Thank you for your help!  
Kendal Sedman  
Carpenter School and Community Inc

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**From:** donotreply@sam.gov <donotreply@sam.gov>  
**Sent:** Friday, September 2, 2022 7:47 AM  
**To:** carpentercsc@live.com <carpentercsc@live.com>  
**Cc:** carpentercsc@live.com <carpentercsc@live.com>  
**Subject:** Registration Activated for CARPENTER SCHOOL & COMMUNITY, INC. / YAHFXLMZK2R7 / in the U.S. Government's System for Award Management (SAM).

This email was sent by an automated administrator. Please do not reply to this message.

Dear Kendal Sedman,

The registration for CARPENTER SCHOOL & COMMUNITY, INC. / YAHFXLMZK2R7 / is now active in the U.S. federal government's System for Award Management (SAM). If you did not provide a Commercial and Government Entity (CAGE) Code during the registration process, one has been assigned to you by the Defense Logistics Agency (DLA) CAGE Program.

To remain eligible to do business with the federal government, you must renew your entity's registration in SAM every year. The annual renewal date for the registration is 2023-08-31 12:16:11.625.

You may invite additional users to manage or review your entity registration by following these steps:

1. Go to <https://www.sam.gov> and log in.
2. On the Workspace page, scroll down to the User Directory.
3. Enter the email address of the user you want to invite and select Enter or select the email address from the list.
4. On the next page, select the Assign Role button in the top right corner of the page.
5. On the Assign Role page, follow the instructions provided and then select Send Invitation at the bottom of the page.
6. The user will be notified.

All invitees will receive an email message from SAM with instructions on how to complete the process.

Remember, this process is entirely FREE to you. It is FREE to register and maintain your registration in SAM. It is FREE to get help with your registration. Contact our supporting Federal Service Desk at [www.fsd.gov](http://www.fsd.gov), or by telephone at 866-606-8220 (toll free) or 334-206-7828 (internationally).

In addition, if you are located in the U.S. and its outlying areas, you can get FREE support from your local Procurement Technical Assistance Center (PTAC), an official resource for government contracting assistance. Go to <http://www.aptac-us.org/> to find your closest PTAC.

Thank you,  
The System for Award Management (SAM) Administrator  
<https://www.sam.gov>