CONNECTICUT
Administrative Services

GRANT COMMITMENT NOTIFICATION
HVAC Indoor Air Quality Grant Program for Public Schools

Grant Recipient:	TOWN OF LEDYARD	**Effective Date:**	5/13/2024
Statutory Reference:	C.G.S. § 10-265r	**Reimbursement Rate:**	61.78%
School Name:	Juliet Long School	**Project Cost:**	$2,225,000.00
Project No.:	072-001 HVACN	**Grant Amount:**	$1,374,605.00
Funding Opportunity:	FY 24, Second Round	**Funding Source:**	State Bond Funds C.G.S. § 10-265t

The State of Connecticut has approved a grant to your school district not to exceed the grant amount listed above for a project involving the installation, replacement or upgrading of heating, ventilation and air conditioning systems or other improvements to indoor air quality in school buildings pursuant to § 10-265r of the Connecticut General Statutes.

This authorization for grant commitment and payment is contingent upon compliance with all applicable laws, regulations and the policies and procedures of the DAS Office of Grants Administration. See Exhibit A for grant guidelines.

If you wish to accept this grant, an authorized official must sign and date the Acceptance on the following page and return by email to: DAS.GrantsAdministration@ct.gov.

FOR THE OFFICE OF GRANTS ADMINISTRATION:

BY: Ella Sun

Ella Sun, Director of Office Grants Administration — 5/13/2024 Date

cc: Michelle H. Gilman, Commissioner

GRANT ACCEPTANCE

Grant Recipient:	TOWN OF LEDYARD
Project No.:	072-001 HVACN

My signature below, for and on behalf of the above named Grant Recipient, indicates acceptance of the above referenced grant commitment and further certifies that: (1) I have the authority to accept this commitment on behalf of the Grant Recipient; (2) the Grant Recipient will use the grant funds for the express purposes listed in the recipient's grant application; (3) the Grant Recipient will comply with all applicable laws, regulations and school construction policies and procedures; and (4) the Grant Recipient has reviewed and will comply with the grant guidelines in Exhibit A.

BY: _____ 6/4/2024

Signature of Authorized Official — Date

Name: FRED B. ALLYN III

Title: MAYOR

EXHIBIT A
HVAC Grant Guidelines

This Grant Commitment Notification is issued based on the application and supporting materials submitted by the Grant Recipient to the Department of Administrative Services and as authorized by the Connecticut General Assembly and pursuant to § 10-265r of the Connecticut General Statutes. Failure to follow the requirements and procedures outlined in these Guidelines may result in delayed reimbursements.

Grant Payments

Allowable Costs

The State will pay its share of eligible project expenses (bid amount/cost estimate) as submitted in your application and based on a review of your invoices. The State share will be the reimbursement rate specified in the Grant Commitment Notification multiplied by project expenses adjusted for ineligible components.

Ineligible expenses include:

1. Routine maintenance and cleaning of the heating, ventilation and air conditioning system;
2. Work that is otherwise eligible for a school building project grant under chapter 173; and
3. Work performed at or on a public school administrative or service facility that is not located or housed within a public-school building.

Grant Recipient shall submit invoices not more often than quarterly for eligible costs incurred. Upon the receipt of proper invoices, proof of payment and a completed DAS-1046S form, DAS will process payments in accordance with this Grant Commitment Notification. All payment requests should be submitted via Core-CT.

Districts may be expected to report on performance and outcome measurements upon request.

Closeout Requirements and Final Payment Terms

A final payment request must be submitted in Core-CT no later than 90 days after the project completion date of December 31, 2025. A five percent (5%) retainage will be withheld from the interim and final payments. The retainage will be released after the audit report is issued.

Maintenance

Grant recipients are responsible for the routine maintenance and cleaning of the heating, ventilation and air conditioning system, and must provide training to school personnel and building maintenance staff concerning the proper use and maintenance of the heating, ventilation and air conditioning system.

Completion of Project

This project must be completed by **December 31, 2025,** pursuant to § 10-265r.

Access and Retention of Records

Grant Recipient shall maintain financial books and records sufficient to evidence compliance with the grant guidelines and § 10-265r for five (5) years after completion of internal audit of the project and shall be made available to DAS as needed to address any audit or other concerns that may arise.

Reporting

DAS may request that the Grant Recipient submit quarterly reports of financial expenditures and program activities. DAS will provide reasonable notice to collect such reports.

Audit Requirements

See Form SCG-3075.

Additional Resources

HVAC Indoor Air Quality Grant Program Guidance

Questions

If you have any questions, please contact the **Office of Grants Administration** via email to: DAS.GrantsAdministration@ct.gov and include your Project Number in the email.

Please use the Project Number assigned in your Grant Commitment Notification on all communications