



**STATE OF NEW MEXICO  
PUBLIC EDUCATION DEPARTMENT  
300 DON GASPAR  
SANTA FE, NEW MEXICO 87501-2786  
Telephone (505) 827-5800  
[www.ped.state.nm.us](http://www.ped.state.nm.us)**

RYAN STEWART, Ed.L.D.  
SECRETARY OF EDUCATION

MICHELLE LUJAN GRISHAM  
GOVERNOR

April 27, 2021

**MEMORANDUM**

**TO:** Superintendents and State Charter Leaders

**FROM:** Katarina Sandoval, Deputy Secretary, Academic Engagement and Student Success DS  
KS

**RE:** **Elementary and Secondary School Emergency Relief (ESSER) Fund\_  
Federal Sub-award\_SEA Reserve Awards (24303)**

The New Mexico Public Education Department (PED) has granted its final FY20-21 sub-awards for funding through the Coronavirus Aid, Relief and Economic Security (CARES) Act; Elementary and Secondary School Emergency Relief Fund (24303) to address the impact that the Novel Coronavirus Disease 2019 (COVID-19) has had, and continues to have, on elementary and secondary schools. In accordance with federal regulations at 2 C.F.R. § 200.332(a), please note the following federal award identification information specific to this sub-award. All local educational agencies (LEAs) receiving this sub-award through PED, as listed on Exhibit A, are sub-recipients of the following federal funding:

Subrecipient's name	See Exhibit A
Subrecipient's DUNS number	See Exhibit A
Federal Award Identification Number (FAIN)	S425D200023
Federal award date	05/22/2020
Sub-award period of performance start and end dates	07/01/2020– 09/30/2022
Sub-award budget period start and end date	07/01/2020 – 09/30/2022

Amount of federal funds obligated by this sub-award to subrecipient	See Exhibit A
Total amount of federal funds obligated to subrecipient <b>including current financial obligation</b>	See Exhibit A
<b>Total amount of the federal award committed to subrecipient</b>	See Exhibit A
Federal award project description, as required to be responsive to the Federal Funding Accountability and Transparency Act (FFATA)	Elementary and Secondary School Emergency Relief Fund
Federal awarding agency	United States Department of Education
Contact information for awarding official	Frank T. Brogan, Assistant Secretary 400 Maryland Ave., SW Washington, DC 20202 (202) 401-0113
CFDA number and name	84.425D Elementary and Secondary School Emergency Relief Fund
Research and development (R&D) award (Yes/No)	No
Indirect cost rate for federal award	<a href="https://webnew.ped.state.nm.us/bureaus/administrative-services/accounting/">https://webnew.ped.state.nm.us/bureaus/administrative-services/accounting/</a>

The following requirements apply to this sub-award:

- 2 C.F.R. Part 200: Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards<sup>1</sup>
- 2 C.F.R. Part 3474: Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards
- 2 C.F.R. Part 3485: Non-procurement Debarment and Suspension

Reporting Requirements

To establish budget authority, please submit a BAR through OBMS for the award amount using fund code **24303** and revenue object code **44500**. Please adhere to the following timelines required for obligation, liquidation and RfR submission:

- **Submit your BAR, if needed**, and a copy of this letter, including Exhibit A, through OBMS by **May 25, 2021**.
- If you have established budget authority, do not submit a BAR.

<sup>1</sup> The regulations at 2 C.F.R. Part 200 are located online at: [http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200\\_main\\_02.tpl](http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl).

ESSER SEA Reserve Awards

April 27, 2021

Page 3 of 3

- The FY20-21 award amounts illustrated in Exhibit A must be **expended by September 30, 2022**.
- The funding for this award must be used to address the impact that the Novel Coronavirus Disease 2019 (COVID-19) has had, and continues to have, on its elementary and secondary schools.
- Pursuant to NMSA 6-5-3, the **appropriate fund** shall be **encumbered prior to** the issuance of **vouchers** or **purchase orders** or the engagement of **contracts**.

Indirect Cost Rate

As required by 2 C.F.R. § 200.332(a) (1) (xiv), PED recognizes the indirect cost rate between PED and public school districts and state charter schools as calculated by PED and located on the PED website: <https://webnew.ped.state.nm.us/bureaus/administrative-services/accounting/>

Access to Records and Financial Statements

In addition, pursuant to 2 C.F.R. § 200.332(a)(5), all subrecipients as identified in Exhibit A, attached to this subaward, must permit PED and auditors access to records and financial statements as necessary.

Closeout Procedures

- The final day to submit RFRs for FY20-21 is **July 7, 2021**.

If you have any questions regarding your ESSER Fund SEA Reserve federal subaward, please contact your designated [Education Administrator in the Student, School and Family Support Bureau](#). To reach the Fiscal Grants Management Bureau, please contact Susan Lucero, [susan.lucero@state.nm.us](mailto:susan.lucero@state.nm.us), (505) 827-3848.

Enclosures (1):        Exhibit A