# Form C: Comprehensive Literacy State Development Grant Program: Literacy Lead Agency Statement of Assurances

I support the proposed project and commit my organization to completing all of the tasks and activities that are described in the application. I also certify that each of the following requirements of the Comprehensive Literacy State Development Grant Program: Literacy Lead Agency will be met:

* If a funded, Grantee seeks to make a significant change in the work plan and/or budget, a project amendment must be requested and approved by the California Department of Education (CDE) Project Monitor and the respective CDE Office prior to making any changes in the activities or expenditures of the project.
* All of the parties entering into this grant agree to be subject to the examination and audit of the State Auditor for a period of five years after final payment under the grant. Grantee agrees to obtain a timely audit where required in accordance with applicable audit guidelines.
* Grantee must limit administrative indirect costs to a maximum 8 percent indirect cost rate per Section 84 of Chapter 51 of the Statutes of 2019.
* All subcontracts or subgrants pursuant to this grant must be approved by the CDE prior to execution of the agreement and shall be subject to the examination and audit by the State Auditor for a period of five years after the final payment under the grant. Grantee must submit a formal request to the CDE Project Monitor for review.
* Grantee will be adaptive, be responsive, and work with the statewide agencies to ensure coherence with existing systems of support and professional learning within the state.
* Grantee will work collaboratively to build the capacity of local educational agencies (LEAs) statewide through professional learning aligned to the Quality Professional Learning Standards.
* Grantee will provide information and all reports according to the predetermined reporting schedule.
* Grantee will ensure that no single participant in an eligible partnership (i.e., no single LEA, no single institution of higher education (IHE) and its division, no single nonprofit educational agency, and no single other partner) “may use more than 50 percent” of the sub-grant. The provision focuses not on which partner receives the funds, but on which partner directly uses or benefits from them.
* Grantee will report to the CDE, by August 30 of each program year, activities accomplished; the impact of these activities; and the number of teachers, paraprofessionals, school leaders, LEAs, counties, and regions impacted by grant activities.
* Grantee will ensure all parties comply with the General Assurances.
* Grantee will ensure that grant funds are used to supplement and not supplant funding that will otherwise be used to support proposed activities.
* Grantee will comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; Final Rule (Title 2, Code of Federal Regulations, Chapter I, Chapter II, Part 200, et al.).
* Grantee will ensure that any new professional learning or course materials, including curriculum, developed as a result of this grant, are available as open educational resources. Ownership of any copyrights, patents, or other proprietary interests that may result from grant activities shall be governed by applicable state regulations.
* Grantee commits to reviewing the Family Educational Rights and Privacy Act (FERPA) in relation to the proposed project. Information on FERPA is available at the U.S. Department of Education FERPA web page at <https://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html>.

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