



September 30, 2022

Megan Cline
Rowan Wild
130 West Innes Street
Salisbury, NC 28144
Megan.cline@rowancountync.gov
(704) 216-7796

Dear Megan,

Session Law 2021-180, Appropriation Act 2021 provides a nonrecurring legislatively directed grant to Rowan Wild through the NC Science Museums Grant Program of the North Carolina Museum of Natural Sciences in the amount of \$141,079.25. These funds are federal American Rescue Plan Act (ARPA) funds and will be distributed in two payments of \$70,539.63 and \$70,539.62. Second payment can be requested with interim report on expenditure of first payment.

General Statutes § 143C-6-21-23, Use of State funds by non-State entities, requires any agency awarding funds to enter into a contract with the recipient/organization. Before we can prepare a contract for your appropriation, we must have the following information from your organization:

1. A Microsoft Office Word version of the scope of work and a description of the project to be covered by these funds. The language of the scope and description should be brief and coincide with the stated purpose as written in the legislation. The information contained in the Scope of Work should be specific with deliverables and outcomes that provide clear impact within the context of diversity, equity, accessibility, and inclusivity. Further discussion and technical assistance in these regards are available via support from staff of the grant program, Charles Yelton at charles.yelton@naturalsciences.org or 919-707-8879 or Darrell Stover via below.
2. A Microsoft Office Word version of a high-level, line-item budget for these funds. Please note that expenditures of State funds are now subject to Cost

Principles. For reference, see the Federal Office of Management and Budget (OMB) Circular A-87.

3. A "Conflict of Interest Policy" addressing conflicts of interest that may arise involving your organization's management, employees, and members of the board of directors. The policy should address situations in which any of these individuals may directly or indirectly benefit, except as employees or members of its governing body, from the disbursing of State funds, and shall include actions to be taken to avoid conflicts of interest and the appearance of impropriety.

4. A completed "No overdue tax debts" certification letter* (template will be attached to the email) stating that your organization does not have any overdue tax debts, as defined by G.S. 105-243.1, at the federal, State, or local level. Please email a scanned copy of this signed and notarized certification letter.

5. A list of the Board of Directors/Trustees.

6. Letter of tax-exempt status from the Internal Revenue Service.

7. Articles of Incorporation and By-laws.

Please submit the above items by email to darrell.stover@naturalsciences.org.

The projected schedule for the awarding of these funds is as follows:

1. Certification of the State's annual budget by the Office of the State Budget and Management (OSBM). OSBM is currently finalizing this process for DNCR.

2. Approval from the North Carolina Pandemic Recovery Office (NCPRO), a division of OSBM, of a payment schedule for these funds.

3. Receipt of the above-requested items.

4. Preparation of the grant contract by this agency. The contract incorporates the information requested above. The grant contract will be submitted through DocuSign for execution.

5. An email containing a Request for Payment of Appropriation Form. This form will be submitted through DocuSign for completion and signature.

6. An email to advise you of reporting requirements required by law.

7. The NC Science Museums Grant Program will review and ensure completion of all documents received from you. Upon completion and according to receiving further signatures of approval payment will be authorized.

Please know that we will move through this process as quickly as possible. We understand your desire to receive your grant award and want to work with you in every possible way. If you have questions, I can be contacted by email (see below) or phone (919-707-9963).

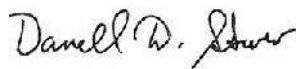
Your materials in response to this letter can be sent via either of the listings below:

Email (preferred): darrell.stover@naturalsciences.org

Mail/FedEx: Darrell D. Stover
Head of NC Science Museums Grant Program
NC Museum of Natural Sciences
11 West Jones Street
Raleigh, NC 27601

We look forward to working with you.

Sincerely,

A handwritten signature in black ink that reads "Darrell D. Stover". The signature is written in a cursive, flowing style.

Darrell D. Stover
Head of NC Science Museums Grant Program

CC: Eric Dorfman, PhD, Director and CEO, NC Museum of Natural Sciences
Charles Yelton, Director, Regional Network, NC Museum of Natural Sciences