

State and Local Cybersecurity Grant Program

Wes Moore | Governor
Aruna Miller | Lt. Governor

Maryland FFY2022 SLCGP Subgrant Project Proposal Application¹

Please complete the following document of required information and certifications. The form must be endorsed by an approving authority prior to proposal submission.

General Proposal Information	
Project Title:	
Funding Amount:	Jurisdiction:
Recipient is a: <input type="checkbox"/> School Board/System <input type="checkbox"/> Rural Community (Caroline, Dorchester, Garrett, Kent, Queen Anne's, Somerset, Talbot, Worcester) ² <input type="checkbox"/> A county, municipality, city, town, township, local public authority, special district, intrastate district, council of governments, regional or interstate government entity, or agency or instrumentality of a local government	
Is the sub-grant application you are submitting for an Operational Technology (OT) or Information Technology (IT) project? <input type="checkbox"/> IT <input type="checkbox"/> OT <input type="checkbox"/> Both	
(Note: All projects require the completion of a Cybersecurity Capability Assessment (Appendix A))	
Start Month/Year:	End Month/Year:

¹ Applicants are encouraged to review the Maryland FFY2022 SLCGP Project Application & Budget Narrative Instruction Manual to help fill out this application.

² Rural Jurisdiction as referenced in SLCGP NOFO FFY2022: Section F, Subsection 2B Rural Area Pass-through.

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Contact Information

Project Manager Contact Name, Email and Telephone Information:

Financial Contact Name, Email and Telephone Information:

Administrative Contact Name, Email and Telephone Information:

Approving Local Authority (Sponsor) Contact, Email and Telephone Information:

Select the **Primary Contact** for updates on the application status.

- Project Manager
- Financial Contact
- Administrative Contact
- Approving Local Authority (Project Sponsor)

Associated Project Category

Select the Maryland Project Categories that relate to your proposed project.

Associated Plan Investment Justification: (select all that apply)

- Project Category 1 - Adoption or enhancement of priority cybersecurity best practices
- Project Category 2 - Adoption or enhancement of general cybersecurity best practices
- Project Category 3 - Cybersecurity policy & governance
- Project Category 4 - Addressing specific jurisdictional cybersecurity needs
- Project Category 5 - Cybersecurity workforce development

Associated Best Practices:

Proposal Documents And Compliance Requirements

The following documents are required from the recipient as part of the proposal submission

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and covered by the certification below.

Please check off that your application has included the following required documents:

- Maryland FFY2022 SLCGP Subrecipient Project Proposal Application
- Maryland FFY2022 SLCGP Subrecipient Project Proposal Application - Appendix E: Measurable Milestones
- Maryland FFY2022 SLCGP Budget Narrative and Justification Template
- Maryland FFY2022 SLCGP Subrecipient Funding Guide - Appendix A: Cybersecurity Capabilities Assessment
- Form W-9 (if applicable)
- Other Supporting Document(s) *(please check this box if you have submitted additional document(s) with your application and title the document(s) below):*

Please certify that the jurisdiction and/or governing body your entity belongs to does or does not have any funding opportunities that would cover the needs of your project. If there are other funding opportunities, please explain why the grant funds would be needed to support your project in the comments box & in the project summary.

- We, the applicant, certify that there is no other source of funding that would satisfy the needs of the proposed project.
- We, the applicant, certify that there is some other source of funding that would only satisfy partial needs of the proposed project. *(please explain in the comments box)*
- We, the applicant, certify that there is another source of funding that would satisfy all the needs of the proposed project. *(please explain in the comments box)*

Comments:

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Please certify that there is/are no other entities in your jurisdiction applying for funds to conduct that same project other than to intentionally enhance each other's projects. If there are other entities within your jurisdictions applying for funds to conduct that same project, please explain why the grant funds would be needed to support your project briefly in the comments box & more detail in the project summary.

- We, the applicant, certify that there is no other entity within our jurisdiction applying for funds to conduct that same project other than to intentionally enhance each other's projects.
- We, the applicant, certify that there is another entity within our jurisdiction applying for funds to conduct that same project, but we require additional SLCGP funds to support our project. *(please explain in the comments box)*
- We, the applicant, certify that there is another entity within our jurisdiction applying for funds to conduct that same project, but we are not collaborating for this project and require SLCGP funding. *(please explain in the comments box)*

Comments:

Special Review & Certifications

Subrecipient Organization/Institution Information Federal policy requires subrecipients of federal funds to be registered in (System for Award Management) SAM

Is the subrecipient currently registered in Central Contractor Registration via SAM? (www.sam.gov)

- Yes
- No

If NO, entities that have not registered should go to <https://www.sam.gov>. and follow the instructions to obtain their UEI registration.

Please Provide Your Entity's UEI Number:

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Subrecipients who are municipalities and local health departments must include a completed W-9 form with their application.

Has the required subrecipient filled out a W-9 form?

- Yes
 No

If NO, entities should fill out the W-9 form provided in the Maryland FFY2022 SLCGP Subrecipient Application Package. Go to www.irs.gov/FormW9 for instructions and the latest information.

Mailing Address:

Check Address (if different):

Suspension, Proposed Suspension From Receiving Federal Award funds:

Is the applicant submitter or any other employee or contractor participating in this project suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities?

- Yes (explain below)
 No

Comments:

The applicant certifies that their entity: (answer all questions below)

- | | |
|-----------------------------|---|
| <input type="checkbox"/> is | <input type="checkbox"/> is not presently suspended, proposed for suspension, or declared ineligible for award of federal contracts |
| <input type="checkbox"/> is | <input type="checkbox"/> is not presently indicted for, or otherwise criminally or civilly charged by a governmental entity |
| <input type="checkbox"/> is | <input type="checkbox"/> is not within three (3) years preceding this offer, been convicted of or |

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had a civil judgment rendered against them for commission of fraud or criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) contract or subcontract; violation of Federal or State antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property

- is is are not within three (3) years preceding this offer, had one or more contracts terminated for default by any federal agency

If “is”, please explain:

Fiscal Responsibility:

The applicant certifies that its entity’s financial system is in accordance with generally accepted accounting principles. (*check all that apply*):

- has the capability to identify, in its accounts, all Federal awards received and expended and the Federal programs under which they were received.
- maintains internal controls to assure that it is managing Federal awards in compliance with applicable laws, regulations and the provision of contracts or grants; complies with applicable laws and regulations.
- can prepare appropriate financial statements, including the schedule of expenditures of Federal awards.
- there are no outstanding audit findings that would impact contract costs. If there are findings, submit a copy of the most recent report that describes the finding and steps to be taken to correct the finding.

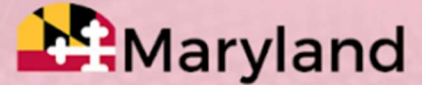
Reporting Requirements:

Subrecipients are required to submit various financial and programmatic reports as a condition of award acceptance for both sub-grant and ISO projects as described in the Maryland FFY2022 SLCGP Funding Guide. The progress report is available at: <https://mdem.maryland.gov/Pages/cyber-preparedness-funding.aspx>



DEPARTMENT OF
EMERGENCY MANAGEMENT

Russell J. Strickland | Secretary



DEPARTMENT OF
INFORMATION TECHNOLOGY

Katie Savage | Secretary

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Rural Consideration Alignment:

Does this project align with Rural Jurisdiction Consideration as referenced in SLCGP NOFO FFY2022: Section F, Subsection 2B Rural Area Pass-through? Yes No (check one).

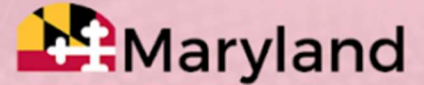
If yes, please describe below project alignment with Rural Jurisdiction Requirements.

Proposal Summary:



DEPARTMENT OF
EMERGENCY MANAGEMENT

Russell J. Strickland | Secretary



DEPARTMENT OF
INFORMATION TECHNOLOGY

Katie Savage | Secretary

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Project Deliverables:

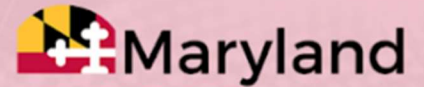
Please Ensure that the Project Metric Summary Aligns with Appendix E: Measurable Milestones in this Document. *Applicants may submit Appendix E in lieu of completing the Project Metrics Summary.*

Project Metrics Summary:



DEPARTMENT OF
EMERGENCY MANAGEMENT

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Project Sustainment Plan:

Please Proceed to the Recipient Certification on the Next Page.

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RECIPIENT CERTIFIES THE FOLLOWING:

The information, certifications, and representations have been reviewed, and are determined to be accurate by an approving official of the recipient named herein. The appropriate programmatic and administrative personnel involved in this application are aware of entity policies in regard to subawards and are prepared to establish the necessary inter-institutional agreements consistent with those policies. The recipient understands that any work begun and/or expenses incurred prior to execution of a subaward agreement are at the recipient's own risk.

Signature of Approving Authority for Award Recipient

Print Name

Date

Title

Email Address of Approving Authority

Do Not Edit This Section (For Application Reviewer Use Only)

Date Received:

Associated SLCGP Objective(s):

- Project Category 1 - (Associated Objectives & Elements: SLCGP Objective 3, Elements 1, 5, 10 & 6)
- Project Category 2 - (Associated Objectives & Elements: SLCGP Objective 3, Elements 1, 5, 10 & 6)
- Project Category 3 - (Associated Objectives & Elements: SLCGP Objective 1, Elements 7, 9, 13 & 14)
- Project Category 4 - (Associated Objectives & Elements: SLCGP Objectives 1, 2, 3, & 4, Elements 4, 5, 12, 13, 14 & 15)
- Project Category 5 - (Associated Objectives & Elements: SLCGP Objective 4, Elements 8)

Date Reviewed by the Committee:

Committee Project Disposition: ____ *Approved* ____ *Denied* ____ *Revisions Requested*

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Appendix E: Measurable Milestones

Use this document to track the major milestones within your project. Milestones are the logical partitions (i.e., steps) established within a deliverable to achieve efficiency when managing a project's lifecycle. Milestones ensure there is a plan to provide the value of the project. This section should delineate the steps required to achieve the deliverable and should strongly align with the Measurable Milestones section.

- Example: Equipment - Identify equipment needs; purchase equipment; train personnel and deploy equipment; and maintain equipment by 1/31/2023.
- Example: Training - Identify training needs; develop training; deliver training; and evaluate training by 2/28/2023.

Milestone #	Milestone Description	Est. Completion Date
1	This is an example document. Please fill out Appendix E in the provided word document.	
2	Equipment - Identify equipment needs; purchase equipment; train personnel and deploy equipment; and maintain equipment	By 1/31/2023
3	Training - Identify training needs; develop training; deliver training; and evaluate training	By 2/28/2023
4		
5		
6		
7		
8		