

State and Local Cybersecurity Grant Program

Wes Moore | Governor
Aruna Miller | Lt. Governor

Maryland FFY2023 SLCGP Subgrant Project Proposal Application

Please complete the following document of required information and certifications. You should read through the Maryland FFY2023 SLCGP Project Applications & Budget Narrative Instruction Manual prior to completing this form. The form must be endorsed by an approving authority prior to proposal submission.

General Proposal Information	
Project Title:	
Funding Amount:	
Recipient is a ¹ : <input type="checkbox"/> School Board/System <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 <input type="checkbox"/> FEMA Defined Rural Community (Caroline, Dorchester, Garrett, Kent, Queen Anne's, Somerset, Talbot, Worcester) <input type="checkbox"/> Maryland Defined Rural Community (See the FFY2023 SLCGP Funding Guide, under Eligibility Criteria for more information. You must provide evidence to meet this definition as part of your application package)	
Jurisdiction:	Jursidiction Population:
Was your Operational Technology (OT) in your cybersecurity review process? <input type="checkbox"/> Yes <input type="checkbox"/> No	

¹ More details on eligibility criteria is listed in the Maryland FFY2023 SLCGP Funding Guide, under Eligibility Criteria.

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Are you applying for funds to address operational technology cybersecurity gaps?

- Yes
 No

Start Month/Year:

End Month/Year:

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

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Associated Best Practices

If applying for funding under Maryland Project Category 1 and/or 2, please provide the exact best practices that are relevant to your application below.²

Proposal Documents And Compliance Requirements

The following documents are required from the recipient as part of the proposal submission and covered by the certification below.

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

- Maryland FFY2023 SLCGP Subgrant Project Proposal Application
- Maryland SLCGP FFY2023 Additional Application Documents Packet
 - Maryland FFY2023 SLCGP Budget Narrative and Justification
 - Appendix A: Cybersecurity Capabilities Assessment
 - Appendix E: Measurable Milestones
- Form W-9 (if applicable)
- An Itemized Quote for Vendor Services (if using a vendor or contractor)
- Maryland Rural Classification Evidence (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):*
 - _____
 - _____
 - _____

² A complete list of Project Category 1 & 2 Best Practices created by the Committee can be found in the Maryland FFY2023 SLCGP Project Applications & Budget Narrative Instruction Manual, under Associated Priorities (page 5-6).

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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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Is your proposed project intended to use grant funds to replace or enhance an existing cybersecurity control? If there is a similar cybersecurity control in place, please explain why the grant funds would be needed to support your project in the comments box and/or in the project summary.

- We, the applicant, certify that this project does not replace an existing cybersecurity control.
- We, the applicant, certify that this project will enhance a current cybersecurity control, and we will explain why the additional funds are necessary in the project summary. *(please explain in the comments box why the additional funds are necessary in the project summary)*
- We, the applicant, certify that the project does replace an existing cybersecurity control. *(please explain in the comments box why the additional funds are necessary in the project summary)*

You may also provide a more detailed explanation as part of your project summary.

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:

Has the applicant or any other employee of the applying entity, or contractor participating in this program been suspended, 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)

- is is not presently suspended, proposed for suspension, or declared ineligible for award of federal contracts
- is is not presently indicted for, or otherwise criminally or civilly charged by a governmental entity
- is is not within three (3) years preceding this offer, been convicted of or had a civil judgment rendered against them for commission of fraud or criminal offense in connection with obtaining, attempting to obtain, or performing a

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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 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 SLCCGP Funding Guide. The progress report is available at: <https://mdem.maryland.gov/Pages/cyber-preparedness-funding.aspx>

Rural Consideration Alignment:

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Are you seeking eligibility for the SLCGP as a Rural Jurisdiction as defined in the FFY2023 SLCGP Funding Guide, under Eligibility Criteria? Yes No (check one).

If yes, please describe below project alignment with Rural Jurisdiction Requirements. If you are applying under the Maryland expanded definition of Rural, please also attach any supportive evidence to your application.³

Proposal:

Please read through the Maryland FFY2023 SLCGP Project Applications & Budget Narrative Instruction Manual, proposal section for details of what information must be included in your proposal⁴.

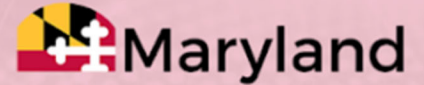
³ Maryland Expanded Rural Definition: To meet the needs of smaller Maryland localities, the Committee has added an additional Rural classification. Any Maryland "Local Government" that can provide adequate evidence of their rural status such as a planning and zoning designation or mapping. This evidence must be submitted with your application as an additional supporting document.

⁴ Go to Subgrant Application Requirements Section, Proposal (Page 8-9)



DEPARTMENT OF
EMERGENCY MANAGEMENT

Russell J. Strickland | Secretary



DEPARTMENT OF
INFORMATION TECHNOLOGY

Katie Savage | Secretary

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Project Deliverables:

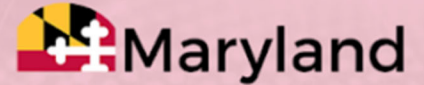
Please Ensure that the Project Metric Summary Aligns with Appendix E: Measurable Milestones in this Document. *Applicants may submit Appendix E in lieu of completing the Project Metrics Summary.*

Project Metrics Summary:



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Project Sustainment Plan:

Please Proceed to the Recipient Certification on the Next Page.

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APPLICANT 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 regarding 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.

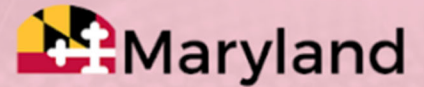
This is an example document. Please fill out Appendix E in the provided in the Maryland SLCGP FFY2023 Additional Application Documents Packet.

Milestone #	Milestone Description	Est. Completion Date
1	Equipment - Identify equipment needs; purchase equipment; train personnel and deploy equipment; and maintain equipment	By 1/31/2023
2	Training - Identify training needs; develop training; deliver training; and evaluate training	By 2/28/2023
3		
4		
5		
6		
7		
8		
9		



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