

**GRANT FUNDS AVAILABLE FOR NEW MEXICO GOVERNMENT ENTITIES,  
INCLUDING PUBLIC COLLEGES AND UNIVERSITIES,  
FOR INNOVATIVE TECHNOLOGY-RELATED PROJECTS  
THAT WILL IMPROVE THE OPERATIONS OF LOCAL GOVERNMENT**

Applications are due electronically by 5:00 PM (Mountain Time) on July 31, 2017. Complete applications should be e-mailed to [dramcypres@nmag.gov](mailto:dramcypres@nmag.gov)

**SUMMARY OF REQUEST FOR APPLICATIONS**

The purpose of this Request for Application (RFA) is to solicit applications from New Mexico local government agencies, all political subdivisions (including school districts, counties, municipalities, and special districts), public colleges and universities, and charitable organizations whose activities are related to technology and benefit political subdivisions or public colleges and universities (hereinafter collectively referred to as “Eligible Cy Pres Parties”), for government projects that will utilize innovative technology and software to improve operational capabilities.

Projects are expected to utilize leading edge technology and software to improve operational capabilities. Examples of viable projects include (but are not limited to) strengthening access to computers and electronic content for rural libraries; implementing an online citizen forum that citizens can use to immediately alert their municipal government about potholes, power outages, or crime; increasing access to and use of broadband by local businesses or the local workforce; or creating community mapping products and services. Please note the specific viable grant options described should be viewed as suggestive, rather than limiting.

**Projects solely to purchase new equipment and software, or upgrade existing equipment and software, without innovation toward improving operations, will not be funded.**

Proposed projects do not need to include electronic devices that contain dynamic random-access memory (DRAM) chips. DRAM was a common form of digital memory used in electronic devices, mostly computers, and related equipment such as printers, faxes, and servers.

**DRAM SETTLEMENT FUND**

The DRAM Settlement Fund is the result of Settlements obtained by Attorney General Hector Balderas in *In re Dynamic Random Access Memory (DRAM) Antitrust Litigation Master File No. M-02-1486-PJH*. The lawsuits alleged price-fixing of DRAM chips manufactured by the Settling Defendants during the period of January 1, 1998 and December 31, 2002.

## PURPOSE AND BENEFIT OF THE DRAM SETTLEMENT

The purpose of this technology grant program is to provide New Mexicans with benefits related to technology and software. These grants are being distributed indirectly (or cy pres) because it is unfeasible to distribute the settlement proceeds to each entity that overpaid for DRAM-containing products. As discussed in the *Report and Recommendations of Special Master Part I re Settlement Class Certification, Settlement Fund Allocation and Distribution*, Eligible Cy Pres Parties may apply for technology-related grants out of the cy pres pool established by the Settlements.

As part of the Settlements, the Attorney General will allocate approximately \$294,000, to be distributed cy pres (next best benefit to the group of persons affected) as follows: 24% to state entities; 48% to political subdivisions, and 28% to public colleges and universities. As a condition to receiving any payment under this section, each Cy Pres Recipient shall agree to devote the funds to the cy pres purpose of utilizing leading edge technology and software that will have a significant impact on enabling new and improved local government operational capabilities.

## CRITERIA FOR REVIEWING APPLICATIONS

The Attorney General's Office will apply the following criteria in selecting Cy Pres Recipients.

- How closely related is the proposed project to the cy pres purpose of utilizing leading edge technology and software to significantly impact and/or enable new and improved local government operational capabilities?
- Has the entity previously received a direct distribution from the Settlements?
- How efficient is the proposed use of grant funds?
- Does the applicant have a proven track record of success in similar projects?
- Will grant funds completely cover costs associated with the proposed project?
- Will grant funds be matched by the applicant?
- Will the grant supplant funds from other sources?

Grants will be awarded following an application, due diligence, and court approval process. Questions regarding this application must be submitted electronically to **Nick Eckert, at [neckert@nmag.gov](mailto:neckert@nmag.gov)**.

## **A. GRANT SUMMARY AND ELIGIBILITY**

Maximum Fund Amount for political subdivisions and local government agencies:  
approximately: \$141,100

Maximum Fund Amount for public colleges and universities: approximately \$82,300

Maximum Grant Duration: 24 months

Eligibility - Who May Submit Applications:

- Applications may only be submitted New Mexico local government agencies, all political subdivisions (including school districts, counties, municipalities, and special districts), public colleges and universities, and charitable organizations whose activities are related to technology and benefit political subdivisions or public colleges and universities.

Limit on Number of Applications Submitted by an Entity:

- Only one (1) application may be submitted per entity. No exceptions will be made.

## **B. APPLICATION CONTENTS AND PREPARATION**

Cover Sheet Guide (1-page limit): Required

- LEGAL NAME - Indicate the full legal name of the applicant.
- PHYSICAL ADDRESS – Indicate the full mailing address where checks should be mailed if awarded.
- TITLE - Provide a short, informative title for the proposed project.
- PROJECT SUMMARY - **Clearly indicate the total project cost and duration.** The project summary should include a brief description of the project, including its transformative technology goals, the innovative technology purchase proposed, and the community (communities) that will be impacted.
- MANAGEMENT CONTACT - Indicate the full name, title, department, email address, and phone number for the person responsible for overseeing the project.
- ADMINISTRATIVE CONTACT - Indicate the full name, title, department, email address, and phone number for the administrative contact for the project.
- FINANCIAL CONTACT - Indicate the full name, title, department, email address, and phone number for the financial contact for the project.

Project Description Guide (5-page limit): Required

The Project Description should explicitly address the following additional items:

A. Introduction and Background of Organization (incorporating the following points):

- Briefly describe your organization's relevant history and accomplishments providing computer and/or technology related services, and the individuals your organization serves.
- Describe your organization's prior experience conducting projects similar to the proposed project, including procedures that are in place to document expenses and costs.

B. Describe Your Request (incorporating the following points):

- Describe the project for which you seek funding and whether it is a new or ongoing part of your organization's work.
- What are the goals, objectives and activities involved in the request? Provide a task-by-task breakdown of the steps required to implement the proposed project demonstrating your understanding of the work needed to successfully complete the project.
- Discuss how the requested technology and software will fill a recognized need and advance operational capability within a significant area or areas of local government.
- Provide a clear description of how the proposed technology and software compares to alternative or existing equipment.
- Describe the extent to which adaptability to the proposed technologies and associated changing requirements will be addressed by the project.
- What are the specific benefits related to technology that will result from your project?
- Describe the individuals who would be served or benefited by your project.

C. Project Management, Reporting and Evaluation (incorporating the following points):

- Who will be involved in carrying out the work outlined in the request?
- Please describe how you will manage the project and track the progress of the project.
- Describe a sustainability plan for the technology equipment beyond the lifetime of the award.
- At the completion of the project, grantees will be required to submit a Grantee Final Report summarizing the project, successes and challenges, inventorying and documenting the completion of all project deliverables, and discussing the results of the project and its broader implications. Please describe your evaluation plan for the project. What specific information and data will you collect to measure the results? When specifically will you be collecting this information and data, analyzing this information and data and reporting the results?

NOTE: The Cy Pres Recipient is responsible for maintaining an internal control system to insure adequate safeguards to prevent loss, damage, or theft of technology equipment purchased with

DRAM Settlement Funds. If such a system does not exist or is lacking in any way, the Cy Pres Recipient must implement any necessary corrective actions.

Line-Item Budget and Justification Guide: Required

- Expenses should be directly budgeted to individual line items to the maximum extent possible.
- **Indirect costs shall not exceed 10%.**
- If your proposal involves distinct phases or strategies, please prepare a separate line-item budget for each phase or strategy.
- Please explain the need for each line item in the budget, as well as show the breakdown of calculations used to arrive at the amount in each line of the budget.
- If there are other funding sources for the proposed project, identify the sources and include amounts and whether received, committed, or projected/pending.

Equipment Purchase Plan and Timeline Guide: Required

- If applicable, include an equipment purchase plan and provide a quarterly timeline including milestones with the steps necessary for the equipment to be purchased and in use throughout the community (communities) to be impacted.

Other Documents Guide: Required

- Key Personnel Resumes: Please submit a resume or profile summarizing the qualifications of the key individuals involved (resumes not to exceed 2 pages per individual).

**C. GRANT AWARDS**

The DRAM Settlement Fund may make no awards if no satisfactory applications are submitted. All grants are subject to court approval.

Prior to distributing any funds, successful applicants will be required to execute a Grant Agreement setting forth the terms and conditions of the grant, including payment and use of grant funds, reporting on the progress of the project and on the expenditures of grant funds, and recordkeeping requirements.

Grants are not final until a Grant Agreement has been fully executed by the Cy Pres Recipient and the Office of the New Mexico Attorney General.

At the completion of the project, grantees will be required to submit a Grantee Final Report summarizing the project, successes and challenges, inventorying and documenting the

completion of all project deliverables, and discussing the results of the project and its broader implications.

#### **D. APPLICATION SUBMISSION**

**Applications are due electronically by 5:00 PM (Mountain Time) on July 31, 2017.**

**Completed applications should be e-mailed to [dramcypres@nmag.gov](mailto:dramcypres@nmag.gov). Faxed or mailed applications will not be considered.**

#### **COMPLETE APPLICATIONS MUST INCLUDE:**

- 1) Cover Sheet;
- 2) Project Description;
- 3) Line-Item Budget and Justification;
- 4) Equipment Purchase Plan and Timeline; AND
- 5) Other Documents - Key Personnel Resumes.

Letters of Support are not required.