**Statement of Work and Budget**

1. **PROJECT DESCRIPTION**

The University of New Mexico (hereinafter called “UNM”), agrees to pass funds awarded through New Mexico’s Technology Advancement Fund (hereinafter called “TEF”), that were pledged as matching dollars under the U.S. Economic Development Agency’s (hereinafter called “EDA”) Regional Technology and Innovation Hubs program, to Central New Mexico Community College Ingenuity, (hereinafter called the “Grantee”).

This state grant, administered through UNM, will seed the development of the newly formed Elevate Quantum Tech Hub (hereinafter called “Tech Hub”) by specifically funding the procurement and hiring necessary to stand up a Quantum Learning Lab (QuLL) at the Grantee’s place of operation. The Grantee will further utilize this state grant as a match to draw down federal funds awarded by the EDA in July 2024 through the Regional Technology & Innovation Hub program, which was enacted as part of the CHIPS and Science Act. Of the federal award made to support the Elevate Quantum Tech Hub, approximately $5.4M of the federal funding will be directed to the benefit of New Mexico, supplemented by $5M in matching funds pledged by the state of New Mexico under the TEF program.

Over a grant performance period of 5 years, the activities of the Tech Hub should result in multiple economic benefits to the State, including: the drawdown of federal grant award funds from the EDA, the activation of non-federal committed matching funds, further advancement of the quantum information technology industry in New Mexico, investment in new quantum workforce development activities at New Mexico institutions of higher education, and the creation of net new quantum jobs. In the near term, this state grant will allow the Grantee to begin meeting the financial and programmatic federal obligations, and further unlock these state-wide economic benefits.

1. **PARTIES**

**UNM Points of Contact:**

Primary: NAME, TITLE

EMAIL

PHONE

DEPARTMENT

BUSINESS ADDRESS

Secondary: NAME, TITLE

EMAIL

PHONE

DEPARTMENT

BUSINESS ADDRESS

**Grantee Point of Contact:**

Primary: NAME, TITLE

EMAIL

PHONE

DEPARTMENT

BUSINESS ADDRESS

Secondary: NAME, TITLE

EMAIL

PHONE

DEPARTMENT

BUSINESS ADDRESS

1. **DEFINITIONS**

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| --- | --- |
| **Term** | **Meaning** |
| EDA | United States Economic Development Administration |
| UNM | The University of New Mexico |
|  | *To fill in additional once remainder of contract is completed* |
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1. **PERFORMANCE PERIOD**
2. The performance period and expiration date are stated in the Grantee’s Notice of Award from the EDA as October 1, 2024 through September 31st, 2029.
3. **PERSONNEL**

|  |  |
| --- | --- |
| **Name** | **Title** |
| <CNM-I Rep Name> | <CNM-I Rep Title> |

The Grantee’s Principal Administrator for this project is <CNM-I Rep Name>, <CNM-I Rep Title>.

1. **WORK TASKS, DELIVERABLES AND TIMELINE**
2. Project Narrative
3. The purpose of this state grant is to seed the development of the Tech Hub. The Tech Hub’s goal is to strengthen the quantum information technology sector by focusing on expediting commercial-ready applications, establishing globally unique quantum labs and fabrication facilities, lowering barriers to quantum entrepreneurship. and building a workforce ready to meet the needs of this growing sector. The EDA is funding the Grantee to create a centralized operations node (under a function called UNITE) and a product arm, which includes the standing up and operating of Colorado and New Mexico based fabrication and laboratory facilities (under a function called CREATE). In addition, the EDA awarded funding to the Grantee’s partner, NCWIT, to fund workforce development activities (under a function called INCLUDE).
4. This contract is in reference to $2M of the state TEF funds that were pledged as matching funds for the Grantee’s INCLUDE function – specifically the establishment of a Quantum Learning Lab (QuLL) facility and curriculum at the Grantee’s place of operation. Therefore, the Grantee will utilize these funds to procure the equipment and supplies, hire the personnel, and pay the contractual awards necessary to execute on this scope of work.
5. **Table 1: Milestones and Work Tasks**.

As part of the submitted and approved statement of work submitted to the EDA, the Grantee has set forth a set of milestones and work tasks to be accomplished.

**Table 1: Grantee Milestones and Work Tasks**

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| --- | --- | --- |
| **Year** | **Milestones** | **Associated Work Tasks** |
| **Year 1** | * Establish QuLL pilot program at CNM-I | * Develop QuLL program and establish physical space for the learning lab. |
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| **Year 2** | * Pilot program with initial cohort of students; refine program contents. |  |
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| **Year 3-5** | * Expand QuLL to additional institutions in CO and NM after initial pilot | * Host NM camps * Expand QuLL to regional EQ partners. |  |

1. **ACCESSIBILITY COMPLIANCE**
2. To the extent the Grantee’s Work Product is in scope, Grantee shall make best efforts to be in substantial compliance with all known requirements related to the applicable provisions of (i) §§24-85-101, et seq., C.R.S., and the Accessibility Standards for Individuals with a Disability, as established by the Governor’s Office of Information Technology (OIT), pursuant to Section §24-85-103 (2.5), C.R.S.
3. Grantee shall also make best efforts to comply with all known standards related to 8 CCR 1501-11 Technology Accessibility Rules, as incorporated and defined in the State of Colorado Technology Standards.
4. **BUDGET**
5. The maximum amount payable under this Purchase Order to the Grantee by UNM shall be up to $2,000,000 as determined by the State from available funds. See table 3.
6. Unused funds may roll into the next year.
7. The Grantee shall ensure that the TEF award funds are deployed are for the benefit of New Mexico, and will track and report these funds separately from the federal draw down.
8. Employees paid using TEF funds, as shown in the budgets below, will be residents of New Mexico. This is applicable to any funds deployed by the Grantee from any source (EDA or TEF).

**Table 2: Estimated Budget for New Mexico TEF funds**

The below budget pertains only to the portion of New Mexico INCLUDE operations funded using TEF dollars. For additional detail on the federal dollars associate with the New Mexico INCLUDE function as well as all other spend associated with the Grantee’s operations, see Table 3.



**Table 3: Estimated budget for EDA and TEF funds**



1. **REPORTING**
2. Grantee to UNM: The Grantee agrees to provide the following documentation to UNM as proof of its spend and progress towards goals stated in the statement of work.
   1. Project Progress Reports: The Grantee agrees to provide UNM with project progress reports, communicating the important activities and accomplishments of the project, on a semi-annual basis for the periods ending March 31 and September 30, or any portion thereof, for the entire project period. Reports are due no later than one month following the end of the semi-annual period.
   2. Financial Status Reports (SF-425): The Grantee agrees to provide UNM with its Financial Status Report that it submits to EDA on a semi-annual basis for the reporting periods ending March 31 and September 30, or any portion thereof if applicable, for the period of performance set forth in this document.
   3. Cash flow reconciliation: The Grantee agrees to provide UNM its advance / reimbursement reconciliation document that it provides to the EDA every 90 days. In this document UNM will be able to see how much of the EDA and TEF funds were spend down, what they were spent on, and what projected costs are over the next 90 days.
3. **PAYMENT**
4. UNM to Grantee**:** 12 month advance? OSP follow up

**13. ADDITIONAL TERMS & CONDITIONS**

1. The Grantee should include UNM’s logo in marketing, promotions, communications, and any web content related to the Work as appropriate.
2. The Grantee should work with UNM when developing press releases as mutually agreed upon by both parties.
3. Written communications should include a statement indicating that the Tech Hub Work was supported through a grant awarded by New Mexico TEF funds and the EDA.