

**Integrity Monitor Report
Category 3**

Integrity Monitor Firm Name: K2 Integrity
Quarter Ending: September 30, 2023
Expected Engagement End Date: December 31, 2026

A. General Info

1. Recovery Program Participant:

New Jersey Economic Development Authority ("NJEDA")

2. Federal Funding Source (e.g. CARES, HUD, FEMA, ARPA):

ARP CSFRF

3. State Funding Source (if applicable):

N/A

4. Deadline for Use of State or Federal Funding by Recovery Program Participant:

December 31, 2026

5. Accountability Officer:

Christine Baker, Chief Legal and Strategic Affairs Officer

6. Program(s) under Review/Subject to Engagement:

Sustain and Serve NJ – Phase 3 Program.

7. Brief Description, Purpose, and Rationale of Integrity Monitor Project/Program:

Sustain and Serve NJ makes grant funding available to eligible nonprofit organizations for increases in costs associated with purchasing meals from New Jersey-based restaurants that have been negatively impacted by COVID-19 and distributing those meals at cost.

8. Amount Allocated to Program(s) under Review:

\$22,464,469.18

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9. Amount Expended by Recovery Program Participant to Date on Program(s) under Review:

\$22,247,168.64

10. Amount Provided to Other State or Local Entities:

N/A

11. Completion Status of Program (e.g. planning phase, application review, post-payment):

SSNJ Phase 3 is now closed; NJEDA is processing payments for August 2023 expenses.

12. Completion Status of Integrity Monitor Engagement:

On-going.

B. Monitoring Activities

13. If FEMA funded, brief description of the status of the project worksheet and its support:

a) IM Response

N/A.

b) Recovery Program Participant Comments

N/A.

14. Description of the services provided to the Recovery Program Participant during the quarter (i.e. activities conducted, such as meetings, document review, staff training, etc.):

a) IM Response

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The monitor received computer access and met with NJEDA staff to understand system search criteria. The monitor had internal planning meetings and performed an initial review of participant application data.

b) Recovery Program Participant Comments

Staff provided IM monitors with CRM product IDs for grantees to be audited and performed a walkthrough of the CRM database with the Monitor.

15. Description to confirm appropriate data/information has been provided by the Recovery Program Participant and description of activities taken to review the project/program:

a) IM Response

See response to Question 14.

b) Recovery Program Participant Comments

N/A.

16. Description of quarterly auditing activities conducted to ensure procurement compliance with terms and conditions of contracts and agreements:

a) IM Response

The Monitor reviewed program documents and met with the NJEDA to obtain access to program data and has performed an initial review of program participant data.

b) Recovery Program Participant Comments

N/A.

17. If payment documentation in connection with the contract/program has been reviewed, provide description.

a) IM Response

N/A.

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b) Recovery Program Participant Comments

N/A.

18. Description of quarterly activity to prevent and detect waste, fraud, and/or abuse:

a) IM Response

See response to Question 14.

b) Recovery Program Participant Comments

N/A.

19. Details of any integrity issues/findings, including findings of waste, fraud, and/or abuse:

a) IM Response

None.

b) Recovery Program Participant Comments

N/A.

20. Details of any other items of note that have occurred in the past quarter:

a) IM Response

None.

b) Recovery Program Participant Comments

N/A.

21. Details of any actions taken to remediate waste, fraud, and/or abuse noted in past quarters:

a) IM Response

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N/A.

b) Recovery Program Participant Comments

N/A.

C. Miscellaneous

22. List of hours (by employee) and expenses incurred to perform quarterly integrity monitoring review:

a) IM Response

Bradley Sussman 0.0 hours, no expenses
Tejah Duckworth 0.0 hours, no expenses
Michael Bernstein 2.50 hours, no expenses
Scott Millman 4.50 hours, no expenses
Joyce Jiang 1.75 hours, no expenses

b) Recovery Program Participant Comments

N/A.


23. Add any item, issue, or comment not covered in previous sections but deemed pertinent to monitoring program:

a) IM Response

None.

b) Recovery Program Participant Comments

None.

Name of Integrity Monitor:	K2 Integrity
Name of Report Preparer:	Michael Bernstein
Signature:	
Date:	9/29/2023