

**Integrity Monitor Report
Category 3**

Integrity Monitor Firm Name: K2 Integrity
Quarter Ending: March 31, 2025
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:

Elizabeth George-Cheniara, Director Legal Compliance

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 or 99% as of March 2025. No payments have been made since August 2023.

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 has processed all payments through August 2023. The program is no longer in operation.

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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NJEDA staff provided the monitor with updated organizational charts as well as a change log detailing organizational updates and the corresponding impact on roles and responsibilities, clearly identifying separations, additions, and updates.

In a separate task order, the Monitor met with NJEDA staff to review and discuss a program-wide risk assessment, which provides insights into the organization. NJEDA staff provided the monitor with a number of policies, procedures, and process documents, including supplemental materials such as samples and templates. The Monitor notes that the NJEDA staff updated key policies within the last year, as well as underwent organizational changes. The Monitor reviewed the updated organizational chart, policies and procedures, as well as documentation related to applicant evaluation and program funding allocation processes. Additionally, the Monitor met with NJEDA staff to discuss the implemented risk mitigation measures concerning program administration, applicant selection, funding allocations, and evaluation criteria to ensure fairness and compliance with regulatory guidelines. This discussion, coupled with the Monitor's review of reporting documentation, indicates that program-wide progress reporting has been thoughtfully considered and that programs are generally well-monitored.

b) Recovery Program Participant Comments

N/A.

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.

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

a) IM Response

See response to Question 14.

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.

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

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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

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	0.00 hours, no expenses
Tejah Duckworth	0.00 hours, no expenses
Michael Bernstein	0.25 hours, no expenses
Bruce Archer	0.00 hours, no expenses
Yomi Togunde	0.00 hours, no expenses
Joyce Jiang	0.00 hours, no expenses

b) Recovery Program Participant Comments

N/A.

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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:	Oluwayomi "Yomi" Togunde Pierce
Signature:	<i>Oluwayomi Togunde</i>
Date:	03/31/2025