



Financial Assistance Award

DENALI COMMISSION
 510 "L" Street, Suite 410
 Anchorage, Alaska 99501
 (907) 271-1414 (phone)
 (907) 271-1415 (fax)
 www.denali.gov

| | |
|---------------------------|---|
| Project Number | 0046-DC-2001-I26 |
| Project Title | Rural Utility Cooperative (RUC) Pilot Project (Phase 1) |
| Performance Period | March 2002 to June 2003 |

Recipient Name & Address
 Alaska Native Tribal Health Consortium
 Department of Environmental Health & Engineering
 3925 Tudor Centre Drive
 Anchorage, Alaska 99508-5997
 Phone: (907) 729.3600
 Fax: (907) 271.4734

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|-----------------------------------|------------------------------|
| Authority 112 Stat 1854 | CFDA Number 90.100 |
|-----------------------------------|------------------------------|

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| Denali Commission Finance Officer Certification | <i>CGG</i> |
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Cost Share Distribution Table

| Accounting Code | Denali Commission | Other Contributors | Total |
|-----------------|-------------------|--------------------|--------------------|
| 95670000 | \$150,000 | \$1,067,500 | \$1,217,500 |
| | | | \$0 |
| | | | \$0 |
| | | | \$0 |
| Total | \$150,000 | \$1,067,500 | \$1,217,500 |

This Financial Assistance Award approved by the Federal Co-Chair of the Denali Commission is issued in triplicate and constitutes an obligation of federal funding. By signing the three documents, the Recipient agrees to comply with the Award provisions indicated below and attached. Upon acceptance by the Recipient, two signed Award documents shall be returned to the Federal Co-Chair of the Denali Commission and the Recipient shall retain the third document. If not signed and returned without modification by the Recipient within 30 days of receipt, the Federal Co-Chair may unilaterally terminate this Award.

- Special Award Conditions and Attachments
- Line Item Budget
- OMB Circular A-133, Audits of States, Local Governments and Indian Tribal Governments
www.whitehouse.gov/OMB/circulars/a133/a133.html

Administrative Requirements (check one)

- 15 CFR 24, Uniform Admin Requirements for Grants/Cooperative Agreements to State and Local Governments
www.access.gpo.gov/nara/cfr/waisidx_99/15cfr24_99.html
- 15 CFR, Part 14, Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, Other Nonprofit, and Commercial Organizations
www.access.gpo.gov/nara/cfr/waisidx_99/15cfr14_99.html

Cost Principles (check one)

- OMB Circular A-87, Cost Principles for State and Local Governments and Indian Tribal Governments
www.whitehouse.gov/OMB/circulars/a087/a087-all.html
- OMB Circular A-122, Cost Principles for Nonprofit Organizations
www.whitehouse.gov/OMB/circulars/a122/a122.html
- OMB Circular A-21, Cost Principles for Educational Institutions
www.whitehouse.gov/OMB/circulars/a021/a021.html
- 48 CFR 31.2, Contracts with Commercial Organizations

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|---|---|------------------------|
| Signature of Authorized Official - Denali Commission <i>Jeff Staser</i> | Typed Name and Title Jeffrey B. Staser, Federal Co-Chair | Date 3/13/03 |
| Signature of Authorized Official <i>Paul Sherry</i> | Typed Name and Title Paul Sherry, Chief Executive Officer | Date 3/18/03 |

**AWARD CONDITIONS TO THE FINANCIAL ASSISTANCE AWARD
BETWEEN THE DENALI COMMISSION AND ALASKA NATIVE TRIBAL HEALTH
CONSORTIUM (ANTHC)
FOR RURAL UTILITY COOPERATIVE PILOT PROJECT
March 2002
Project No. 0046-DC-2001-I26**

1. Scope of Work

Complete phase one of a multiphase demonstration project to create a regional utility cooperative by bundling local utilities with a successful parent organization to minimize administrative overhead, reduce unit-operating costs and improve continuity of service.

Phase I—Development

- Establish the ANTHC as pilot manager
- Select a RUC parent organization
- Identify approximately 20 potential member villages, gather initial information about current village operations, and publish a baseline report
- Develop RUC business plan, organization, policies, practice and model agreements

Provision must be made for an independent third party review of Phase I success before the Denali Commission will consider funding successive phases. Included as part of this review must be quantifiable evidence of the proposed regional utility cooperative's added value, as demonstrated by measures such as reduced unit-operating and overhead costs to those communities with services provided by the utility cooperative.

The total Commission funding for this Award is \$150,000 and is intended for use for the scope of work identified in the Award document only. In the event there is a balance of funding after the full scope of work is completed, then the Commission (in consultation with ANTHC) will determine how the excess funds will be allocated. The final decision on how excess funds are used is a Commission decision, and may include withdrawing excess funds for reallocation to other Commission projects. ANTHC will return any unexpended project funds (based upon pro rata project contributions) to the Commission at the end of the one-year project warranty period.

2. Award Performance Period

The Award performance period is March 2002 through June 2003. This is the period during which Award recipients can incur obligations or costs against this Award.

3. *Direct and Indirect Costs*

The cost principles of OMB Circular A-122 (Cost Principles for Nonprofit Organizations) are applicable to this Award. Please refer to the cost principles regulations for specific details on other allowable charges under this Award.

4. *Budget and Program Revisions*

The Commission Project Manager must approve changes in budget and scope in advance and in writing. Please refer to 15 CFR 14, the Administrative Circular applicable to this award, for further details. ANTHC will inform the Commission in writing (e-mail, letter, or report) at the earliest possible date of any unanticipated project cost overrun, project schedule delays, or changes in the project scope or changed site conditions. This report is not required unless project conditions warrant it.

5. *Reporting*

Four forms of project reporting are required under this Award, listed below. The first quarterly reporting period is January 1 to March 31, 2003. Unless otherwise indicated, reports are due within 30 days of the end of the reporting period.

The Commission reserves the right, at a future date, to direct ANTHC to provide the progress reports in electronic format for posting on the Commission web page.

- a. Quarterly project reporting shall include both a narrative and financial summary. The narrative summary shall include a summary of the project status and accomplishments to date, and address the following questions: is the project on schedule, is the project on budget, and what actions are planned to address any project problems. The project financial status report shall show the following:
 - i. The total project budget
 - ii. The project schedule with milestone dates for design and construction
 - iii. The total amount of Denali Commission funds committed to the project
 - iv. The total project expenditures as of the end of the most recent quarter
 - v. The total expenditure of Denali Commission funds for the project as of the end of the most recent quarter
 - vi. The percentage of expenditures to the total budget; and
 - vii. A project performance analysis on project line items, as defined by ANTHC, showing budget costs compared to actual expenditures and obligation to date versus work performed to date (for each line item).
- b. A final Financial Status Report (Standard Form 269 – www.whitehouse.gov/OMB/grants/index.html#forms) shall be submitted to the Commission Project Officer within 90 days after the end of the Award Performance Period. If the Award Performance Period is longer than one year, or if the Agreement is revised to extend the Award Performance Period beyond one

year, the recipient must submit a completed Standard Form 269 annually within 90 days after the end of each anniversary of the Award date.

- c. A Labor Type, Residence, and Wage Report shall be submitted to the Commission project officer at a minimum of two times annually. At a minimum, these two reports must be submitted on or near August 1st and December 1st each year to correspond with the Alaska construction season. A Labor Type, Residence, and Wage Report must include the following information by construction project for any person employed on the construction of that project: position, place of primary residence, first check date, last check date, rate of pay per hour, payroll earnings from inception of project to date. Personal or confidential information such as Social Security numbers, names of individuals, or other information that would identify an individual should not be included in this report.

6. *Payments*

Payments under this Award will be made through the U.S. Department of Treasury's Automated Standard Application for Payment (ASAP) system. The ASAP system is the Commission's mechanism for requesting and delivering Federal funds to Award recipients. Your organization must be registered with the ASAP program in order to make draw downs. Please contact the Commission's Project Manager or Finance Manager for further information about registering with the ASAP program. Payments will be made in accordance with Administrative Circular 15 CFR Part 14. **No interest will be accrued on these funds.**

7. *Award Close Out*

- a. The Award closeout must be completed within 90 days of the end of the Award performance period or within 90 days of the completion of the project, whichever is earlier. The project closeout process includes the submission of both a final narrative report and financial status report. ANTHC must also request any remaining funds for expenditures under this award during this 90-day period. Please refer to the Commission guidance for project closeout for additional details on the requirements. This is available by contacting the Commission office or the Project Manager.
- b. The closeout report will include reporting on the percentage of the project that was performed through force account and the percentage of the project that was performed through the use of construction contracting (+/- 2%). Project expenditures should be tracked during project construction in order to meet this requirement.
- c. Acknowledgement of support: For all construction projects, the Award recipient shall include an acknowledgement of the Government's support for the project(s)

developed under this Award. The Award recipient shall display a sign that includes the following:

- i. The Denali Commission logo displayed on the upper right-hand quadrant;
- ii. The phrase: “This project was financed by the Denali Commission and its partners (*list the name of the funding partners*)”;
- iii. The logo of each partner in the lower right-hand quadrant.

The cost of this sign shall be paid out of the project funding received by the Award recipient from the Denali Commission. Final approval of signage material and placement of sign must be obtained from the Commission Project Manager.

8. Public Policy Laws and Assurances

Award Recipients are required to comply with the public policy laws and assurances on Standard Forms SF 424b (non-construction projects) or SF 424d (construction projects). This form must also be signed by a certifying official of the organization. Some of the laws are highlighted below for your reference.

To the maximum extent practicable, considering applicable laws, Funding Recipients shall accomplish the project contemplated by the Award using local Alaska firms and labor.

No portion of this award may be used for lobbying or propaganda purposes as prohibited by 18 U.S.C. Section 1913 or Section 607(a) of Public Law 96-74.

Project level environmental reviews in accordance with the National Environmental Policy Act (NEPA) and the National Historic Preservation Act (NHPA) are required for each project undertaken with Denali Commission funds.

9. Project Officers & Contact Information

| Denali Commission | ANTHC |
|--|---|
| Yuri Morgan Alaska State Legislature’s Representative 510 “L” Street, Suite 410 Anchorage, AK 99501 Voice – (907) 271-2372 Fax – (907) 271-1415 ymorgan@denali.gov | John Spriggs Utility Association Coordinator Alaska Native Tribal Health Consortium 6130 Tuttle Place #2 Anchorage, AK 99507 Voice – (907) 729-4088 Fax – (907) 271-4734 jspriggs@ANTHC.org |

10. Changes to the Financial Assistance Award

Changes can take two forms.

Amendments shall be identified by sequential number followed by the Denali Commission project number (i.e. Amendment No. 2 – Project # 0001-DC-1999-I1). The Commission Federal Co-Chair and the designated representative for the ANTHC shall execute these Amendments. These documents (in Financial Assistance Award format with attached Award Conditions) define the changes to the scope of work, project schedule and estimated costs for each specific project undertaken. In general, Amendments are used for changes in funding from the Commission and/or other sources to the total project amount.

Addendums to Financial Assistance Award are in letter format from the designated Project Officer for the Commission to the designated Project Officer for the ANTHC. Addendums shall be identified by sequential letter followed by the Denali Commission project number (i.e. Addendum No. B – Project # 0001-DC-1999-I1). These Addendums shall be executed by the concurrence of the Commission Project Officer and approval by the Commission Chief of Staff. In general, Addendums are used for small changes in project scope. These addendums shall include a scope of work, negotiated cost reimbursement, a method to measure completion of work, and lastly payment method.