



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	A-2002-15
Project Title	Quinhagak Airport Extension (design)
Performance Period	Apr. 18, 2003 – Apr. 18, 2004

Recipient Name & Address
Grace Hill, Mayor
City of Quinhagak
P.O. Box 90
Quinhagak, AK 99655

Authority 112 Stat 1854	CFDA Number 90.100
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Denali Commission Finance Officer Certification *CEE*

Phone: (907) 556-8615
Fax: (907) 556-8540

Cost Share Distribution Table

Accounting Code	Denali Commission	Other Contributors	Total
95670000	\$10,000		\$10,000
CVRF		\$60,000	\$60,000
NVK		\$10,000	\$10,000
Qanirtuuq Inc.		\$7,500	\$7,500
CDBG		\$87,500	\$87,500
Total	\$10,000	\$165,000	\$175,000

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

Signature of Authorized Official - Denali Commission <i>Jeff Staser</i>	Typed Name and Title Jeffrey B. Staser Federal Co-Chair	Date <i>4/17/03</i>
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Signature of Authorized Official <i>Vice Mayor</i> <i>Heidi Cleveland for</i>	Typed Name and Title Grace Hill, Mayor City of Quinhagak	Date <i>4-23-03</i>
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**AWARD CONDITIONS TO THE FINANCIAL ASSISTANCE AWARD
BETWEEN THE DENALI COMMISSION AND CITY OF QUINHAGAK
FOR AIRPORT EXTENSION DESIGN**

April 18, 2003
Project No. A-2002-15

1. Scope of Work

Develop runway extension design, apply for permits, complete supplemental environmental review, perform land appraisal, and acquire site necessary for the extension. All Commission funding is intended for use for the scope of work identified in the Award document only.

2. Award Performance Period

The Award performance period is April 18, 2003 through April 18, 2004. 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-87 are applicable to this Award. Indirect costs up to 5% are allowable under 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 Administrative Requirements 15 CFR 24 applies to this Award. Please refer to the Administrative Requirements for specific details on revisions to this Award. The Administrative Requirements require that the City of Quinhagak 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.

5. Reporting

Five forms of project reporting are required under this Award, listed below. The first quarterly reporting period is April 2003 – June 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 the City of Quinhagak 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 the City of Quinhagak, 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.
- d. Photographic documentation of project progress shall be provided with the quarterly reports for active construction projects. The photo documentation shall include a minimum of five, dated photos per quarter such that a complete record of the construction is maintained over time, from “before,” showing the situation before the start of construction, to “during” showing work proceeding on the project, and “after” to show the finished project. For minor repair and O&M projects, pictures should be provided of before and after to the extent possible. Photos may be provided as photo quality, 3x5 prints with negative for each picture, and/or print quality electronic photos (digital images). A short description of the activity and names of those in the photos shall also be provided.

- e. The City of Quinhagak shall report annually the percentage of total funds (from the Commission and other sources) received used for planning, design and construction of infrastructure facilities, and/or economic development projects. In addition, this annual report will include a breakdown on how these funds were used: force account construction (including local labor wages paid, rural Alaska wages paid, and total project wages paid), and construction contracting. The 4th quarter report for the year can be used as both a quarter and annual summary report (providing both quarterly and annual financial data).

6. Payments

Payments under this Award will be made through Direct Deposit. To process payment, submit Denali Commission direct deposit form along with Request for Advance and Reimbursement form SF270, which can be found online at <http://www.whitehouse.gov/grants/sf270.pdf>.

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 out includes the submission of both a final narrative report and financial status report. Recipient organizations 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. Acknowledgement of support: For all non-construction projects, the Award recipient shall include an acknowledgement of the Government's support for the project(s) developed under this Award. Acknowledgement shall include:
 - i. The Denali Commission logo and the logo of each partner;
 - ii. The following statement: "This project was financed by the Denali Commission and its partners (*list the name of the funding partners*)".

The format for acknowledgement of the Government's support for non-construction awards will vary with each award and must be agreed upon between the Award recipient and the Denali Commission Project Manager. Acknowledgement statement and logos shall appear on covers of all documents prepared with Commission support. The format proposed by the Award recipient will be approved by Commission project manager. Costs associated with this requirement shall be paid out of the project funding received by the Award recipient from the Denali Commission.

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	City of Quinhagak
Paul McIntosh 510 L Street, Suite 410 Anchorage, AK 99501 Phone: (907) 271-1640 Fax: (907) 271-1415 E-mail: pmcintosh@denali.gov	Fannie Moore P.O. Box 90 Quinhagakk, AK 99655 Phone: (907) 556-8202 Fax: (907) 556-8166

4/17/03
Date


Jeffrey B. Staser
Federal Co-Chair
Denali Commission

4-23-03
Date

 Vice Mayor for
Grace Hill
Mayor
City of Quinhagak