



Financial Assistance Award

DENALI COMMISSION
 510 "L" Street, Suite 410
 Anchorage, Alaska 99501
 (907) 271-1414

Project Number 0039 - DC - 2001 - E1		
Denali Commission Accounting Code		
95670000	FY01 DC Funds	\$500,000
Total Commission Funding		\$500,000
Funds Available & Apportioned by OMB		CEE

Recipient Name & Address
 Alaska Department of Community and Economic Development
 Office of the Commissioner
 P.O. Box 110800
 Juneau, AK 99811-0800
 Phone (907) 269-4568 (Nelda Warkentin)
 Fax (907) 269-4539 (Nelda Warkentin)

Cost Share Distribution			
Project	Denali Commission	Other contributors	Totals
FFY 2001 Program	\$500,000		\$500,000
Totals	\$500,000		\$500,000

Authority 112 Stat 1854	Project Title Mini-Grant Program	Award Performance Period From: July 1, 2001 To: June 30, 2003
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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.

- EDA Standard Terms and Conditions Public Works and Implementations Construction Components, dated 3/99
- Special Award Conditions and Attachments
- Line Item Budget
- 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)
- 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-133, Audits of States, Local Governments and Indian Tribal Governments (www.whitehouse.gov/OMB/circulars/a133/a133.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)
- 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)
- EDA Standard Terms and Conditions Capacity Building Programs
- Department of Commerce Financial Assistance Standard Terms and Conditions, dated 10/98

Signature of Authorized Official - Denali Commission 	Typed Name and Title Jeffrey B. Staser, Federal Co-Chair	Date 9/25/01
Signature of Authorized Official 	Typed Name and Title Deborah Sedwick, Commissioner Alaska Department of Community and Economic Development	Date 9.25.01

**Award Conditions to the Financial Assistance Award
0039 – DC – 2001 – E1
Mini-Grant Program**

PURPOSE: The intent of this award is to provide grants to communities through the State of Alaska Department of Community & Economic Development (DCED) for the purpose of supporting the creation and implementation of community level economic development or community development strategies (e.g. economic development strategy, business plan, feasibility study, design and engineering plan, etc.).

DCED is responsible for managing all aspects of the grant program and will apply and implement all requirements described in the attached “Mini-Grant Program—Questions and Answers”.

Commission funding is intended only for the specified program. In the event there is a balance of funding after the program is completed, the Commission will determine how the excess funds will be allocated.

AWARD PERFORMANCE PERIOD: From July 1, 2001 to June 30, 2003.

FEDERAL SHARE OF MINI GRANT PROGRAM COSTS: The total federal funding provided through this financial assistance award is \$500,000.

NON-FEDERAL SHARE OF MINI GRANT PROGRAM COSTS: There is no cash match or local contribution required from DCED and/or the local communities for this financial assistance award.

QUARTERLY PERFORMANCE REPORTS: On a quarterly basis (March, June, September, December), DCED shall submit a written performance report either electronically or via US mail to the Commission Project Officer. The reports are due within 30 calendar days of the end of the quarter

The quarterly performance report shall include the following information: 1) a summary of program development as a whole; 2) brief discussion of each community project status to date, highlighting actual accomplishments, addressing any current problems, unusual developments or delays, and explaining work to be performed during the succeeding period; and actual expenditures to date for each project (community).

The following is an example of how the financial aspect of this quarterly report will be presented:

Community / Project	Mini-Grant Amount	Reimbursements received to date

FINAL PERFORMANCE REPORT: The final written performance report should be submitted no later than 90 days from the expiration date of this award. and should include photo documentation of construction projects.

LABOR TYPE, RESIDENCE AND WAGE REPORT (CONSTRUCTION PROJECTS):

A Labor Type, Residence, and Wage Report for construction projects shall be submitted to the Commission Project Officer at a minimum of two times annually. At a minimum, these two reports must be on or near August 1st and December 1st each year to correspond with the Alaska construction season. Reports may be submitted more often. 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 within this report.

To compile the Labor Type, Residence and Wage Reports, DCED will strongly encourage the sub-recipient grantees (communities) to prepare and submit their reports to DCED according to the schedule set by the Denali Commission. It is the sole responsibility of the sub-recipient grantees to comply with this reporting requirement. DCED merely serves as a compiler of such reports and will not be held liable if any of the sub-recipient grantees fail to comply.

ANNUAL FINANCIAL STATUS REPORT: DCED shall submit an aggregate financial status report on Standard Form (SF) 269 within 30 days of each anniversary date of this award. The final SF-269 shall be submitted no later than 90 days from the expiration of this award. The SF 269 is an inception-to-date expenditure report that reflects the total amount of federal reimbursable costs only.

COST REIMBURSABLE PAYMENT: Cost reimbursable payments are approved under this award. Reimbursements are based on actual expenditures only. Preferably, DCED shall submit a request for reimbursement on Standard Form (SF) 270, along with the quarterly performance report. However, request for reimbursement is not limited on a quarterly basis only. As DCED sees it necessary, a request for reimbursement may be submitted on an as needed basis as well.

The final request for reimbursement shall be submitted no later than 90 days from the expiration of this award. The SF 270 is an inception-to-date expenditure and revenue report which reflects the total amount of federal reimbursable costs only and the total amount of federal payments previously requested.

The Commission Project Officer may review all payments to determine if payments made are justified and supported by appropriate records, invoices and/or other documentation. The Commission Project Officer understands that the sub-recipient grantees will be required to retain and maintain all financial records and/or invoices, and that DCED will reimburse the sub-recipient grantees based on amounts requested by the sub-recipient grantees on their certified financial reports. DCED does not normally require financial records or invoices before reimbursing a sub-recipient grantee. However, if discrepancies are discovered, both the Denali Commission and DCED may request an audit of the sub-recipient grantee's financial records. The Commission reserves the right to prohibit further payments to DCED, at any time, if discrepancies involving Commission funds arise, until such time that the discrepancies are resolved to the satisfaction of the Commission. DCED also reserves the right to prohibit further payments to the sub-recipient grantees until discrepancies are resolved.

PRINCIPAL CONTACTS: The principal contacts for this award are:

Paul McIntosh
Project Officer
Denali Commission
510 "L" Street, Suite 140
Anchorage, AK 99501
(907) 271-1640

Jo Cooper
Program Manager
State of Alaska, DCED
209 Forty Mile Avenue
Fairbanks, AK 99701-3110
(907) 452-4468

OTHER CONSIDERATIONS:

In accordance with the National Environment Policy Act (NEPA) and the National Historic Preservation Act (NHPA), project level review may be required, particularly for construction projects. Potential environmental concerns associated with construction projects funded under this agreement shall be addressed in consultation with applicable Federal, State, and local authorities.

To the maximum extent feasible, considering applicable laws, DCED shall encourage utilizing local labor and small, minority owned and disadvantaged businesses.

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.