



Financial Assistance Award

DENALI COMMISSION
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Project Number	0137-DC-2004-T1
Project Title	Fiscal Year 2004 Training Projects
Performance Period	July 1, 2004 through June 30, 2009
Authorizing Resolution	04-15
Recipient Organization & Address	
State of Alaska Department of Labor and Workforce Development PO Box 21149 Juneau, AK Phone: (907) 269-4551	
Recipient DUNS #	80-938-6550
TIN #	92-6001185

Authority 112 Stat 1854	CFDA Number 90.100
Denali Commission Finance Officer Certification	<i>[Signature]</i>

Cost Share Distribution Table

Accounting Code	Denali Commission	Other Contributors	Total
FY 04 DOL Funding	\$4,721,975		\$4,721,975
			\$0
			\$0
			\$0
			\$0
Total	\$4,721,975	\$0	\$4,721,975

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 Non-Profit Organizations
<http://www.whitehouse.gov/omb/circulars/a133/a133.html>

Administrative Requirements (check one)

- OMB Circular A-102, Grants and Cooperative Agreements with State and Local Governments
<http://www.whitehouse.gov/omb/circulars/a102/a102.html>
- OMB Circular A-110, Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Nonprofit Organizations
<http://www.whitehouse.gov/omb/circulars/a110/a110.html>

Cost Principles (check one)

- OMB Circular A-87, Cost Principles for State, Local 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
<http://www.whitehouse.gov/omb/circulars/a021/a021.html>
- 48 CFR 31.2, Contracts with Commercial Organizations

Signature of Authorized Official - Denali Commission <i>[Signature]</i>	Typed Name and Title Jeffrey B. Staser, Federal Co-Chair	Date 7/22/04
Signature of Authorized Official - State of Alaska Department of Labor and Workforce Development <i>[Signature]</i>	Typed Name and Title Greg O'Claray, Commissioner	Date 8/20/04

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET.
SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE Greg O'Claray, Commissioner
APPLICANT ORGANIZATION State of Alaska, Dept. of Labor and Workforce Development	DATE SUBMITTED 8/20/04

***Award Conditions to the Financial Assistance Award
Between the Denali Commission and
State of Alaska Department of Labor and Workforce Development
For Fiscal Year 2004 Training Projects
Project No. 0137-DC-2004-T1***

1. Scope of Work

This document establishes the Scope of Work for the financial assistance award made by the Denali Commission (hereinafter referred to as the Commission) to the State of Alaska Department of Labor and Workforce Development (hereinafter referred to as the DOL).

DOL will manage the Commission's Fiscal Year 2004 Training Program which is a total of \$4,900,000. \$4,721,975 is awarded under project number 0137-DC-2004-T1, and \$178,025 is awarded under project number A-0408. It was necessary to initiate two financial assistance awards because of the Denali Commission's separate internal accounting of the two types of money used to fund this project.

The Commission's FY 04 Training Program encompasses four Commission directed training projects and the continuation of the Denali Training Fund pursuant to the following funding amounts:

Training Project Name	Organization	Funding Amount
Construction Training and Employment Activities	AlaskaWorks Partnership	\$1,250,00
Allied Health Career Training	University of Alaska	\$1,600,000
Career Skill Assessment	Associated General Contractors	\$250,000
Internship and Fellowship Program	First Alaskans Institute	\$300,000
Denali Training Fund (competitive source of training funds)	State of Alaska Department of Labor and Workforce Development	\$1,275,000
Administration of Denali Training Fund and identified training projects	State of Alaska Department of Labor and Workforce Development	\$225,000
	Award Total	\$4,900,000

In addition to the continuation of the Denali Training Fund which is detailed below, DOL will provide the Commission directed training projects funding through formal grant agreements. DOL will establish formal grant agreements with each of the organizations listed above pursuant to the attached Work Plans submitted by each of the organizations. DOL will establish a detailed scope of work, financial guidelines, reporting requirements, detailed line item budgets, and performance measurements for each of these training projects. DOL will ensure that all organizations are held to 5% maximum of administrative costs. DOL will encourage and document all cost sharing from these

organizations which will be reported to the Denali Commission Project Database (see 7a). DOL will receive approval from the Commission Program Officer before finalizing grant agreements for the Commission directed projects.

In addition to the above Commission directed training projects, DOL will make available a total of \$1,275,000 as a competitive source of training funds through the continuation of the Denali Training Fund.

The Denali Training Fund (hereinafter referred to as the Fund) will be used by the DOL to provide grants to Alaskan communities and organizations for training activities that complement infrastructure projects funded by the Commission in Alaska. Projects awarded under the Fund will primarily support projects involved in the Commission's themes of energy and health care infrastructure.

DOL will make funding available through a competitive process for organizations to apply. This process will include an independent review committee assembled by DOL and approved by the Commission Program Officer. DOL will provide priority to all training projects that provide training for Denali Commission related infrastructure projects. In order to ensure sufficient funding is available for Commission related projects for the next 12 months, DOL shall limit applications to only training projects related to Commission infrastructure development (ie. Health Facilities and Energy Facilities and other Denali Commission funded infrastructure). If DOL determines that sufficient funds are available after the March 15th quarterly Fund review process for training projects related to other infrastructure projects not directly related to the Commission, they may open the Fund process to such project applications.

The DOL will, at a minimum, undertake the activities described in the following sections for the implementation and administration of the Fund:

- The DOL will continue providing appropriate financial assistance documents and forms to be used in distributing money from the Fund to sub-recipients.
- The DOL will continue to provide appropriate notice of the availability of the Fund and will establish procedures by which organizations may apply for a financial assistance award. This will include the establishment of appropriate criteria for determining whether or not an entity is eligible for assistance and whether or not the assistance should be provided.
- In making awards from the Fund, the DOL will notify the Commission Program Officer of the intent to award to all sub-recipients. Notices of award will be issued after notification to the Program Officer unless otherwise notified by the Program Officer.
- In making awards from the Fund that exceed \$150,000 in total amount, DOL will notify the Commission Program Officer of the intent to award and receive written approval before making the award.

- The DOL will negotiate appropriate terms and conditions of the financial assistance awards with the successful applicants. This shall include a performance based financial assistance award. The DOL is directed to deny funding on any current or future award recipient that is not, or did not, meet performance standards. Awards also shall include specification of the scope of work, project budget, timeframes, and performance measure. The DOL and the successful applicant will execute Agreements in a timely manner. The DOL will, as necessary or as requested, negotiate and execute amendments to the grant scope of work, timeframes and expected outcomes. Any increases in grant budget amounts require written approval of the Denali Commission Project Officer if the increase would put the project over \$150,000 in total funding.
- Periodic progress and financial reports on the use of the funds will be required by the DOL for all sub-recipients. The DOL will receive, review and approve the reports. This information will be provided to the Commission by DOL through the use of the Denali Commission Project Database on a bi- annual basis.
- The DOL will monitor the progress of all funding recipients through general oversight activities. The DOL will also monitor the success of recipients through DOL established outcome measures for each financial assistance recipient. This may also include on-site review and evaluation of the recipient.
- In consultation with the Denali Commission, the DOL will establish expected outcomes and performance standards for the various projects. In addition, the DOL shall maintain a Management Information System to track the training and employment outcomes of the Fund. The performance measurements may include the following:
 - The percent of former participants who have a job one year after leaving the training program;
 - The median wage of former participants seven to 12 months after leaving the training;
 - The percentage of former participants who were employed after leaving the training program who received training under the program that was related to their jobs or somewhat related to their jobs seven to 12 months after leaving the training program.
- The DOL will close-out agreements with recipients within 90 days of their completion or, if necessary, when the recipient's performance or activities are contrary to the intended purposes of the award. The DOL will receive, review and approve final progress and financial reports. The DOL will return any unexpended and uncommitted award money to the Fund for future successful applicants.

All Commission funding is intended for use for the scope of work identified in the Award document only. In the event there is a balance of funding remaining after the full scope of work has been completed, the Denali Commission shall determine how the excess funds will be allocated.

2. Award Performance Period

The Award performance period is July 1, 2004 through June 30, 2009. 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 Circular A-102 applies to this Award. Please refer to the Administrative Circular for specific details on revisions to this Award. The Administrative Circular requires that DOL 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. 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 Program Officer or Finance Manager for further information about registering with the ASAP program. Payments shall be made in accordance with OMB Circular A-87. **No interest will be accrued on these funds.**

For cash flow purposes, DOL shall utilize the funds made available under award number A-0408 first, and then utilize the funds made available under this award.

6. Reporting

Two forms of project reporting are required under this Award, listed below. State of Alaska Department of Labor and Workforce Development shall submit reports using the Denali Commission's on-line Project Database System, available at www.denali.gov. If there are technical limitations which may prevent the recipient from meeting this requirement, please contact the Program Officer listed in this agreement.

- a. **Progress Reports** shall be submitted on a bi-annual basis. The first reporting period is July 1 – December 31, 2004, and each 6 months thereafter. Reports are due within 30 days of the end of the reporting period. Progress reports shall include the following:

- i. Total project funding, including both Denali Commission funding and other project funding sources.
 - ii. The total project expenditures for the project as of the end of the reporting period, including both Denali Commission and Other funding sources.
 - iii. Update schedule and milestone information as identified in the Scope of Work
 - iv. Narrative 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.
 - v. Pictures should be provided of before and after, or photos that are representative of the funded activity, to the extent possible. Photos shall be provided in a digital format as part of the on-line report. A short description of the activity and names of those in the photos shall also be provided.
- b. **Federal Single Audits** shall be submitted annually, when required. In accordance with OMB Circular A-133, which requires [subpart 200] “Non-Federal entities that expend \$500,000 or more in a year in Federal awards shall have a single or program-specific audit conducted for that year in accordance with the provisions of this part. [subpart 205] The determination of when an award is expended should be based on when the activity related to the award occurs.”

Recipients shall also submit single audits to the Federal Clearinghouse designated by OMB. Information can be found on the following web-site:

<http://harvester.census.gov/sac/>

7. Project Close-Out

The project close-out shall 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. Recipients must also draw down any remaining funds for expenditures incurred under this award during this 90-day period.

The Project Close-out report shall be submitted on-line through the Denali Commission’s on-line Project Database System, available at www.denali.gov. The project close out will require the recipient to submit the following information:

- a. Final data for each item listed in paragraph 7(a) “Progress Reports”
- b. Final project expenditures itemized by the following categories: planning & design; materials & equipment; freight; labor; project administration/overhead and other expenses.
- c. 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. In any printed material, reports, advertisements, requests for proposals or correspondence, DOL will identify the Commission’s financial support for the Denali Training Fund and other training projects as

appropriate. Costs associated with this requirement shall be paid out of the project funding received by DOL 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. Non-Compliance with Award Conditions

Recipients not in compliance with the terms and conditions of this Financial Assistance Award will be notified by the Denali Commission. The Denali Commission will work with the recipient to identify the steps necessary to bring them back into compliance, and will establish an appropriate time frame for the corrections to be made. If the corrections have not been made by the deadline, the Denali Commission reserves the right to either suspend or unilaterally terminate the Financial Assistance Award for non-performance.

10. Program Manager, Financial Manager & Other Contact Information

Denali Commission	State of Alaska Department of Labor and Workforce Development
Krag Johnsen Denali Commission 510 L Street, Suite 410 Anchorage, AK 99501 (907) 271-1413 (907) 271-1415 KJohnsen@Denali.gov	Gerry McDonagh Alaska Workforce Investment Office Business Partnership Division Department of Labor and Workforce Development 1016 W 6 th Ave, Suite 105 Anchorage, AK (907) 269-4551 (907) 269-4661 Gerry_McDonagh@labor.state.ak.us