



Financial Assistance Award

DENALI COMMISSION
 510 "L" Street, Suite 410
 Anchorage, Alaska 99501
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 www.denali.gov

Award Number	366-08
Award Title	FY 07 Training Projects
Performance Period	October 01, 2007 – June 30, 2010
Authorizing Resolution	FY07 Work Plan

Recipient Organization & Address
 State of Alaska Department of Labor and Workforce Development
 P.O. Box 21149
 Juneau, AK 99802
 Phone: (907) 269-4551

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

JPL

Recipient DUNS # 80-938-6550 **TIN #** 92-6001185

Cost Share Distribution Table

Accounting Code	Denali Commission	Other Contributors	Total
95670000	\$2,100,000		\$2,100,000
Total	\$2,100,000	\$0	\$2,100,000

This Financial Assistance Award approved by the Federal Co-Chair of the Denali Commission is issued in duplicate and constitutes an obligation of federal funding. By signing the documents, the Recipient agrees to comply with the Award provisions indicated below and attached. Upon acceptance by the Recipient, a signed Award document shall be returned to the Federal Co-Chair of the Denali Commission and the Recipient shall retain the other 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>)
- 2 CFR Part 215, Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Nonprofit Organizations (OMB Circular A-110)
 (http://www.access.gpo.gov/nara/cfr/waisidx_05/2cfr215_05.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>George J. Canelos</i>	Typed Name and Title George J. Canelos, Federal Co-Chair	Date 12/14/07
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Signature of Authorized Official – State of Alaska Department of Labor and Workforce Development <i>Click Bishop</i>	Typed Name and Title Click Bishop, Commissioner	Date 12/7/07
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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	
Click Bishop 		Commissioner	
APPLICANT ORGANIZATION		DATE SUBMITTED	
Department of Labor and Workforce Development Award 366-08		12/7/07	

***Award Conditions to the Financial Assistance Award
Between the Denali Commission and Alaska Department of Labor and
Workforce Development
For Fiscal Year 2007 Training Projects
Award 366-08
December 2007***

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 DOLWD).

DOLWD will manage and administer the Commission's Fiscal Year 2007 Training Program quarterly award in the amount of \$2,100,000.00. This particular Commission's FY 07 Training Program award will encompass the continuation of the Denali Training Fund in the following funding amounts:

Training Project Name	Organization	Funding Amount
Denali Training Fund	State of Alaska Department of Labor and Workforce Development	\$2,000,000.00
DOLWD Administration	State of Alaska Department of Labor and Workforce Development	\$100,000.00
	Award Total	\$2,100,000.00

Denali Training Fund and Requests for Proposals

The DOLWD will make available up to a total of \$2,000,000.00 in training funds through the continuation of the Denali Training Fund (hereinafter referred to as the DTF) via a competitive application process. This process will include an independent review committee assembled by the DOLWD and approved by the Commission's Training Program Manager.

The Denali Training Fund will provide grants to rural communities, businesses, and organizations for training activities that complement qualified infrastructure projects. Applications for these funds will be reviewed every two weeks beginning on November 30th, 2007 until the \$2,000,000.00 is completely allocated. Awards will be made to training projects after positive review and negotiations are complete.

Denali Commission Project Specific Training – The DOLWD will give priority to training for Denali Commission-related infrastructure projects. This includes construction, operation, and maintenance training for local residents to be employed on Denali Commission infrastructure projects for the Transportation, Energy, Economic Development, Solid Waste, Health Facilities, Teacher Housing and Multi-Use Facilities Programs. This also includes local management training, leadership and/or capacity-building training.

To facilitate the priority of funding training on Commission projects, the Commission will, within 30 days of the signature of this agreement, provide DOLWD with a list of all current Commission funded infrastructure projects. The listing will include the name of the primary contractor and appropriate contact information. The Commission will provide DOLWD with quarterly updates of any new Commission infrastructure projects awarded during the quarter.

Other Public Infrastructure Projects – DOLWD may provide funding for training rural residents to work on the construction, operation and maintenance of other, non-Commission funded infrastructure projects. This may also include management training, leadership and/or capacity-building training.

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

- The DOLWD will use the appropriate financial assistance documents and forms in distributing money from the DTF to sub-recipients.
- The DOLWD will provide appropriate notice of the availability of the DTF and will establish procedures by which organizations may apply for a financial assistance award. This will include using appropriate criteria for determining whether or not an entity is eligible for assistance and whether or not the assistance should be provided.
- The Commission Training Program Manager or designee will attend all Request for Grant Application evaluation committee meetings and approve the grant awards at that time.
- In determining awards from the DTF, the DOLWD will notify the Commission Training Program Manager of the intent to award any and all sub-recipients. Notices of award will be issued after notification to the Program Manager, unless otherwise notified by the Program Manager.
- The DOLWD will negotiate appropriate terms and conditions of the financial assistance awards with the successful applicants of the DTF. This shall include a performance-based financial assistance award. The DOLWD is directed to deny funding on any current or future award recipient that is not meeting, or did not meet, performance standards. Awards to sub-recipients will also include final scope of work, project budget, timeframes, and performance measure. The DOLWD and the successful applicant will execute Agreements in a timely manner. A copy of the final grant agreement and budget will be provided to the Commission Training Program Manager.
- The DOLWD will, as needed or as requested, negotiate and execute amendments to the sub-grant scope of work, timeframes and expected outcomes. This includes the ability to negotiate changes within 5% of the grant amount on the behalf of the Commission with notification to the Commission within 7 days. Any changes exceeding 5%, will be approved by the Commission prior to negotiation. These

requests will be in writing via email or during quarterly progress report submission.

- Any amendments to this financial assistance award will require the DOLWD to submit annual exception reports to the Commission. The exceptions report will include any changes in scope as well as changes greater than +/- 3 months in schedule and +/- 5% in cost.
- Periodic progress and financial reports on the use of the funds will be required by the DOLWD for all sub-recipients. The DOLWD will receive, review and approve the reports. This information will be provided to the Commission by DOLWD through the use of the Denali Commission Project Database on a quarterly basis. These reports will include project activities and important dates, current number of trainees, where they live, their certification, graduation date, and expected employer. Identify any problems or changes in your training project that will affect the budget, scope or timeline of the project and resolution. Include the assessment process or tool used for end results.
- The DOLWD will monitor the progress of all funding recipients through general oversight activities. The DOLWD will also monitor the success of recipients through DOLWD -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 DOLWD will establish expected outcomes and performance standards for the various projects. In addition, the DOLWD shall maintain a Management Information System to track the training and employment outcomes of the DTF.
- The DOLWD 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 DOLWD will receive, review and approve final progress and financial reports. The DOLWD will return any unexpended and uncommitted award money to the Commission for reallocation.

All Commission funding is intended for use for the scope of work identified in the Award document only. Any balance of funds remaining after the performance period has ended will be returned to the Denali Commission.

2. *Milestones*

The following milestones are identified as the major steps to be completed as part of the project. "Planned" dates for the first milestone are included here. As part of each progress report, recipients shall update the progress toward meeting these milestones (see section 7, Reporting).

Milestone	Planned		Actual		Units	Total Cost At Completion
	Start Date	End Date	Start Date	End Date		
In-Progress	10/01/07	06/30/10			0	\$0.00
Project Close-out	07/01/10	09/30/10			0	\$0.00

3. *Award Performance Period*

The Award performance period is October 1, 2007 through June 30, 2010. This is the period during which Award recipients can incur obligations or costs against this Award.

4. *Direct and Indirect Costs*

The cost principles of OMB A-87, Cost Principles for State, Local and Indian Tribal Governments 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.

5. *Budget and Program Revisions*

The Administrative Circular, A-102, Grants and Cooperative Agreements with State and Local Governments apply to this Award. Please refer to the Administrative Circular for specific details on revisions to this Award. The Administrative Circular requires that the State of Alaska Department of Labor 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.

6. *Payments*

Payments under this Award will be made by electronic transfer in response to a "Request for Advance or Reimbursement", Standard Form 270 (SF-270) submitted by the State of Alaska Department of Labor and Workforce Development. Requests for advances or reimbursements may be made at the end of each quarter, or as needed after the need has been identified, and should be submitted no later than 30 days after the federal quarter. The SF-270 must be submitted to the Denali Commission via fax, e-mail (finance@denali.gov) or mail in order for payment to be processed. The form is available on the OMB website: http://www.whitehouse.gov/OMB/grants/grants_forms.html. Payments shall be made in accordance with OMB A-102 Administrative Circular. Please contact the Denali Commission's Finance Manager at (907)-271-1414 for further information about submitting this form. **No interest will be accrued on these funds.**

7. *Reporting*

Two forms of project reporting are required under this Award, listed below. The 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 Manager listed in this agreement.

- a. **Progress Reports** shall be submitted on a quarterly basis. The first reporting period is October 1, 2007 through December 31, 2007, and quarterly 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. Updated schedule and milestone information as identified in the Scope of Work.
 - iv. Narrative summary of the project status and accomplishments to date, any problems, overruns and delays, including any type of litigation related to the project, 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. For minor repair and renovation projects or other non-construction projects, dated 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 as designated by OMB. Information can be found on the following web-site:
<http://harvester.census.gov/sac/>

8. *Project/Award Close-Out*

The project close-out report 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. Where appropriate, the DOL will identify the Commission's financial support for the DTF and Commission-directed training projects in printed material, reports, advertisements, announcements, requests for proposals or other correspondence. Costs associated with this requirement shall be paid out of the administrative funding received by the DOL from the Denali Commission.

9. 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.

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.

10. 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.

11. Program Manager, Financial Manager & Other Contact Information

Denali Commission	State of Alaska Department of Labor
Karen Johnson Program Manager 510 L Street, Suite 410 Anchorage, AK 99501 Phone: 907-271-3036 Fax: 907-271-1415 E-mail: karenj@denali.gov	Gerry McDonagh Denali Training Fund Program Manager 1016 W 6 th Avenue Anchorage, AK 99501 Phone: 907-269-4551 Fax: 907-269-4661 Email: gerry.mcdonagh@alaska.gov
Betty Sorensen Grants Administrator 510 L Street, Suite 410 Anchorage, AK 99501 Phone: 907-271-3415 Fax: 907-271-1415 E-mail: bsorensen@denali.gov	Carol A Schumacher Grants Administrator Business Partnership Division 1016 W 6 th Ave, Suite 205 Anchorage, AK 99501 Phone: 907-269-4658 Fax: 907-269-4661 Email: carol.schumacher@alaska.gov

12. Denali Commission Policies and Other Requirements

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