



**Financial Assistance Award**

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

<b>Award Number</b>	390-08
<b>Award Title</b>	Leading Change Conference
<b>Performance Period</b>	April 1, 2008 – December 31, 2008
<b>Authorizing Resolution</b>	FY08 Sponsorships
<b>Recipient Organization &amp; Address</b> Rural Alaska Community Action Program (RurAL CAP) P.O. Box 200908 Anchorage, AK 99520 Phone: 907-865-7302 Fax: 907-222-1834	
<b>Recipient DUNS # 02-024-7920 TIN # 92-0033876</b>	

<b>Authority</b> 112 Stat 1854	<b>CFDA Number</b> 90.100
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<b>Denali Commission Finance Officer Certification</b>	<i>JRP</i>
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Accounting Code	Denali Commission	Other Contributors	Total
95670000	\$20,000.00		\$20,000.00
<b>Total</b>	<b>\$20,000.00</b>	<b>\$0.00</b>	<b>\$20,000.00</b>

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 these 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](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](http://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](http://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

<b>Signature of Authorized Official - Denali Commission</b> <i>George J. Canelos</i>	<b>Typed Name and Title</b> George J. Canelos, Federal Co-Chair	<b>Date</b> 4/4/08
<b>Signature of Authorized Official - Rural Alaska Community Action Program (RurAL CAP)</b> <i>David Hardenbergh</i>	<b>Typed Name and Title</b> David Hardenbergh, Executive Director	<b>Date</b> 4/14/08

## 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.

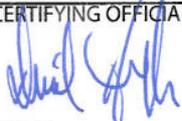
PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

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	
David Hardenbergh 		Executive Director	
APPLICANT ORGANIZATION		DATE SUBMITTED	
Rural Alaska Community Action Program (RurAL CAP) Award 390-08		4/14/08	

*Award Conditions to the Financial Assistance Award  
Between the Denali Commission and  
Rural Alaska Community Action Program (RurAL CAP)  
For Leading Change Conference  
Award No. 390-08  
April 2008*

**1. Scope of Work**

The Denali Commission (Commission) is providing a total of \$20,000 to the Rural Alaska Community Action Program (RurAL CAP) for sponsorship of the “Leading Change: Blending Indigenous and Western Planning Tools” conference to be held at the Anchorage Marriott Downtown, Anchorage, Alaska October 1-3, 2008 in partnership with the American Planning Association’s Indigenous Planning Division and Alaska and Hawaii Chapters.

The conference expects approximately 300 community and tribal planners, local leaders, and others involved in community development to share innovative practices, build new networks, and develop capacity in community planning. Best practices from the United States, Canada and beyond will be featured, in the authentic voices of the indigenous peoples who are making planning work in their communities. Conference participants will receive training in planning principles that will enable them to lead change in their home communities and which will equip them for employment in community planning, plan implementations, and tribal or municipal management. Conference sessions will be organized around the following themes:

- Land use and the environment
- Governance, nation building, and leadership
- Local control, community sustainability, and resilience
- Culture, education, and community services
- Economy
- Infrastructure, public services, and facilities

The Commission will benefit through increased local capacity to engage in community planning, which will lead to development and implementation of locally-driven plans.

Commission sponsorship funds will be used to support the cost of travel for the main keynote speaker, Johnpaul Jones (Cherokee/Choctaw Architect and Planner), travel expenses for workshop speakers who will showcase local experiences and best practices and general conference logistics.

Commission funds of \$20,000 for the Conference will provide some of the following:

- Recognition on sponsorship website [www.leadingchange2008.com](http://www.leadingchange2008.com)
- Print in conference materials including program and verbal recognition in welcoming address

- Booth space
- Banner space
- List of conference attendees with contact information
- An opportunity by the Commission to announce/discuss our ten year anniversary both through print mediums and speaking opportunities.

Commission funds for sponsorship can be used for: event space and equipment rentals for the actual event, event costs including video, audio and sound system rentals/services, travel of conference attendees (travel does not include food costs), event brochure printing or other event media needed for attendees. All activities that involve the work of consultants or contractors must be procured through fair and open procurement processes, in keeping with the Federal Circulars in order to be eligible Commission costs. Commission funds cannot be used for food or beverages of any kind, gifts, per diem of attendees or wages/salaries. Any questions regarding acceptable uses of funds should be directed to the program manager.

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 full scope of work has been completed will be returned to the 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	04/01/2008	12/31/2008				\$0.00
Project Close-out	01/01/2009	03/31/2009				\$0.00

**3. Award Performance Period**

The Award performance period is April 1, 2008 through December 31, 2008. 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 Circular A-122 are applicable to this Award. No indirect costs 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, 2 CFR Part 215 (formerly OMB A-110), applies to this Award. Please refer to the Administrative Circular for specific details on revisions to this Award. The Administrative Circular requires that RurAL CAP 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 funds transfer in response to an invoice submitted by RurAL CAP. Requests for reimbursement may be made when funds are incurred or expended and should be submitted no later than 30 days after the expenditures are made. The invoice must be submitted to the Commission via fax, e-mail ([finance@denali.gov](mailto:finance@denali.gov)) or mail in order for payment to be processed. Payments shall be made in accordance with 2 CFR Part 215. Please contact the Commission's Finance Specialist at (907) 271-1414 for further information about payment. **No interest will be accrued on these funds.**

#### **7. *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 Commission's on-line Project Database System, available at [www.denali.gov](http://www.denali.gov). The project close out will require the recipient to submit the following information:

- a. Final project expenditures itemized by the following categories: planning & design; materials & equipment; freight; labor; project administration/overhead and other expenses.
- 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. 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 Commission project manager. Acknowledgements are specified in the scope of work above. 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). 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 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 Commission. The 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 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***

<b>Denali Commission</b>	<b>RurAL CAP</b>
Sharon Lind Program Manager 510 L Street, Suite 410 Anchorage, AK 99501 Phone: 907-271-5217 Fax: 907-271-1415 E-mail: <a href="mailto:slind@denali.gov">slind@denali.gov</a>	David Hardenbergh Executive Director P.O. Box 200908 Anchorage, AK 99520 Phone: 907-865-7364 Fax: 907-222-1834 Email: <a href="mailto:dhardenbergh@ruralcap.com">dhardenbergh@ruralcap.com</a>
Betty Sorensen Grants Administrator 510 L Street, Suite 410 Anchorage, AK 99501 Phone: 907-271-3415 Fax: 907-271-1415 E-mail: <a href="mailto:bsorensen@denali.gov">bsorensen@denali.gov</a>	Deborah Conover Accounting Manager P.O. Box 200908 Anchorage, AK 99520 Phone: 907-865-7302 Fax: 907-222-1834 Email: <a href="mailto:dconover@ruralcap.com">dconover@ruralcap.com</a>