



**Financial Assistance
Award**

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

Award Number 01370-00

Award Title Program Evaluation of Project Code Red

Performance Period February 28, 2011 through June 30, 2012

Recipient Organization & Address
 RURAL ALASKA COMMUNITY ACTION PROGRAM, INC.
 731 E 8th Ave
 Anchorage, AK 99501-3772

Authority
 112 Stat 1854

CFDA Number
 90.100

Denali Commission Finance Officer Certification

Ms. Jennifer Price
 03/29/2011

Phone: (907) 278-2309
Recipient DUNS # 020247920 **TIN #** 920033876

Cost Share Distribution Table

| Accounting Code | New Funding | | Prior Period Funding | | Total |
|---------------------|--------------------|--------------------|----------------------|--------------------|--------------------|
| | Denali Commission | Other Contributors | Denali Commission | Other Contributors | |
| 95670000 | \$10,000.00 | | \$0.00 | | \$10,000.00 |
| | \$0.00 | | \$0.00 | | \$0.00 |
| | \$0.00 | | \$0.00 | | \$0.00 |
| | \$0.00 | | \$0.00 | | \$0.00 |
| | \$0.00 | | \$0.00 | | \$0.00 |
| Rasmuson Foundation | | \$25,000.00 | | \$0.00 | \$25,000.00 |
| State of Alaska | | \$5,000.00 | | \$0.00 | \$5,000.00 |
| | | \$0.00 | | \$0.00 | \$0.00 |
| | | \$0.00 | | \$0.00 | \$0.00 |
| | | \$0.00 | | \$0.00 | \$0.00 |
| Total | \$10,000.00 | \$30,000.00 | \$0.00 | \$0.00 | \$40,000.00 |

This Financial Assistance Award approved by the Federal Co-Chair of the Denali Commission constitutes an obligation of federal funding.

Award Conditions to the Financial Assistance Award between the Denali Commission and RurAL CAP for Program Evaluation of Project Code Red, Award No. 01370

Continued on the following pages.

Signature of Authorized Official - Denali Commission
 Electronically Signed

Typed Name and Title
 Mr. Joel Neimeyer
 Federal Co-Chair

Date
 03/24/2011

AWARD ATTACHMENTS

RURAL ALASKA COMMUNITY ACTION
PROGRAM, INC.

01370-00

1. Award Conditions - Program Evaluation of Project Code Red

***Award Conditions to the Financial Assistance Award
Between the Denali Commission and RurAL CAP
For Program Evaluation of Project Code Red
Award No. 01370
February 2011***

1. Scope of Work

Project Code Red was established in 2001 to “stem the overwhelming loss of life and property due to fires” in Rural Alaska. The Program, operated jointly by Alaska Village Initiatives (AVI) and the Alaska Division of Fire and Life Safety, provides small-scale fire-fighting equipment and training to rural fire departments. To date, 138 communities are participating in the Program.

Project Code Red has been funded by the State of Alaska (SOA), Federal Emergency Management Agency (FEMA), US Department of Agriculture (USDA), Bureau of Indian Affairs, Bureau of Land Management and the Rasmuson Foundation. A one-time grant for matching funds was funded through the Alaska State Department of Commerce, Community and Economic Development and the program was directly funded by the Alaska State Legislature in 2007 and 2008.

Project Code Red has now been in place for 10 years without an overall assessment as to its effectiveness in achieving its goals or scrutinizing the specific tools being used to attain it, such as equipment and training. In October 2010, former funding and Program partners gathered to discuss next steps for Project Code Red and collectively agreed to commission an evaluation of the Program to assess how well it has met its objectives.

By way of this grant award for \$10,000, Denali Commission joins with funding partners Rasmuson Foundation, Alaska Village Initiatives, US Department of Agriculture (USDA), and the State of Alaska in supporting this program evaluation of Project Code Red.

Up to \$25,000 from Rasmuson Foundation
\$5,000 from the State of Alaska
\$10,000 from Denali Commission (this award)

Other funders may contribute to this evaluation at a later date.

Denali Commission seeks to improve the quality and availability of basic life- and safety- infrastructure in rural Alaska. This program evaluation is consistent with that mission and exercises the Commission’s tradition of partnership.

Funding partners’ contributions will pay for the competitive procurement of a contractor to conduct the program evaluation. The methodology to be proposed by the successful contractor will include a data collection strategy and timeline appropriate for this project. The methodology must contain provisions to address the following objectives:

The basic purpose of the evaluation is to determine if Project Code Red has adequately addressed fire protection needs in participating Rural Alaskan communities and identify areas for improvement.

The areas of inquiry to be considered in the evaluation include, but may not be limited to, the following:

- Assess the current state of fire suppression of existing Project Code Red communities.
- Identify what major barriers exist, if any, to the successful deployment of Project Code Red and suggest methods for overcoming such barriers.
- Assess Project Code Red's success in fire *prevention* efforts, as well as fire *suppression*.
- Provide technical evaluation of equipment in the Project Code Red units for effectiveness and appropriateness in communities of various sizes.

Policy: Assess whether the State of Alaska policies and objectives are sufficient to ensure Program's success.

Performance Measurement: Develop performance indicators to assess how well expectations are met and identify the best place to house mechanisms to track indicators.

The Oversight Committee, consisting of representatives from each of the funding partners, will make the contract award recommendation to RurAL CAP. RurAL CAP will be party to the contract and will manage the contractual obligations and disbursements of funds, with the occasional advice of the Oversight Committee, as needed.

The timeline for this work is:

By March 31 - Release RFP

By April 30 - RFPs due

By May 10 - Oversight Committee convenes to select contractor

By May 15 - Contract is awarded

May-July - Periodic check-ins with contractor

August 30 - Completion of Project Report

October 31 - Final report to Oversight Committee

June 30 - Project Close-Out

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 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 | 02/28/2011 | 06/30/2012 | | | 0 | \$0.00 |
| Project Close-out | 07/01/2012 | 09/30/2012 | | | 0 | \$0.00 |

3. *Award Performance Period*

The Award performance period is February 28, 2011 through June 30, 2012. 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 2 CFR Part 230 (formerly OMB 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 transfer in response to a “Request for Advance or Reimbursement”, Standard Form 270 (SF-270) submitted by RurAL CAP. Requests for reimbursements may be made as needed. 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 2 CFR Part 215. Please contact the Denali Commission’s Finance Specialist at (907) 271-1414 for further information about submitting this form. **No interest will be accrued on these funds.**

7. **Reporting**

Three forms of project reporting are required under this Award, listed below. RurAL CAP 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 February 28, 2011 to June 30, 2011, 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, 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. **Non-Construction Projects** For minor repair and renovation projects or other non-construction projects, 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."
- c. **Final Report.** The final program evaluation report from the contractor shall be submitted to the Denali Commission prior to closing this grant award.

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. 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. Please acknowledge Denali Commission support of the program evaluation on the outside front or back cover of the final evaluation report. Costs associated with this requirement shall be paid out of the project funding received by the Award recipient 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). 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.

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 | RurAL CAP |
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| Ms. Nancy Merriman Program Manager 510 L Street, Suite 410 Anchorage, AK 99501 Phone: 907-271-1779 Fax: 907-271-1415 E-mail: nmerriman@denali.gov | Joie Brown Community Development Manager PO Box 200908 Anchorage, AK 99520 Phone: 907-865-7356 Fax: 907-278-2309 Email: jbrown@ruralcap.com |
| Ms. 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 | Joie Brown Community Development Manager PO Box 200908 Anchorage, AK 99520 Phone: 907-865-7356 Fax: 907-278-2309 Email: jbrown@ruralcap.com |